

**Minutes of the Downtown Development Authority  
City of Portland**

Held on Monday, November 25, 2019  
In Council Chambers at City Hall

Members Present: Barnes, Gorman, Grimminck, Madarang, Williamson, Abel, Antaya, Briggs

Members Absent: None

Staff: DDA Director ConnerWellman

Guests: None

Chair Grimminck called the meeting to order at 7:00 P.M.

There was no public comment.

Motion by Madarang, supported by Williamson, to approve the agenda as presented.  
All in favor. Adopted.

Motion by Abel, supported by Madarang, to approve the minutes of the October 28, 2019 meeting as presented.  
All in favor. Adopted.

Motion by Williamson, supported by Antaya, to approve the Treasurer's Report as presented.  
All in favor. Adopted.

Under Team Reports, Mayor Barnes stated that the Organization & Finance Team had a stimulating meeting with discussion of a potential splash pad, events, VISTA projects, downtown park activities, and local business investment.

Member Williamsons stated that Promotions & Marketing was part of the same discussions as Organization & Finance.

Chair Grimminck reported the Business Enhancement Team has made some changes to the training module.

Under the Design Team Report, Member Briggs stated they have been discussion the potential splash pad, facades, and maintenance.

Under Old Business, Director ConnerWellman stated that she has verified all of the receipts from the Tim Fuller to confirm eligibility of the Façade Incentive in the amount of \$10,000.00 for improvements made to the North ½ of the Opera House.

Motion by Williamson, supported by Antaya, to approve the Façade Incentive reimbursement to Tim Fuller in the amount of \$10,000.00 for improvements made to the North ½ of the Opera House.  
All in favor. Adopted.

Director ConnerWellman presented information compiled from the strategic planning session this fall outlining the commitments made by the board members for the next 18 months.

Under New Business, Director ConnerWellman presented good/better/best options for the development of a splash pad and park improvements to Toan Park. The “better” option includes the plans that have been previously presented that is hoped to be achieved. A decision needs to be made as to whether a loan should be taken out to complete construction in Spring/Summer 2020 or to wait until June 2021 when all funding will be available. Waiting the extra time would allow for fundraising opportunities as well. A decision will need to be made at January 2020 DDA meeting.

There was discussion.

Director ConnerWellman noted that if Board Members have any messages, they would like shared with the group they can send them to her and she will distribute.

Director ConnerWellman stated that there have been very few volunteer signups for HolidayFest on Saturday, December 14, 2019. Any help from the Board would be appreciated.

Under the Director Report, Director ConnerWellman provided updates on business and property in the DDA District along with other projects, recent activities, and community events.

There was discussion.

Under Board Member Comments, there was discussion about Christmas decorations and lighting of the downtown buildings.

Motion by Antaya, supported by Gorman, to adjourn the meeting at 7:29 P.M.  
All in favor. Adopted

Respectfully submitted,

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Margery Briggs, Secretary