

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

Held on Monday, March 22, 2021

Via Zoom – Meeting ID# 898 4853 0372

Members Present: Grimminck, Antaya, Briggs, Gorman, Barnes, Madarang, Hengesbach

Members Absent: Williamson

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: Council Member Sheehan; Bill Fabiano, Shirley Teachout, Michael Judd

Chair Grimminck called the meeting to order at 7:07 P.M.

There was no Public Comment.

Motion by Barnes, supported by Madarang, to approve the revised agenda with the addition of Discussion of Donation of Property and Façade under New Business.
All in favor. Adopted.

Motion by Barnes, supported by Briggs, to approve the minutes of the February 22, 2021 meeting with a small grammatical correction.
All in favor. Adopted.

Director ConnerWellman noted that payments to Dillon Frye on the Treasurer's Report are for the promotional video for the Toan Park Revitalization Project.

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

There were no Team Reports as the Teams did not meet in March.

Under Old Business, Director ConnerWellman provided an update on the Toan Park Revitalization Project; seeking bids on the irrigation system, waiting for revised estimate to move Wind Song; meeting with Michigan Steel & Trim to discuss donation of labor and materials for the pavilion; Patronicity website ready to go. Keith Schneider of Eagle Engineering will donate both labor and materials for the donation sculpture.

City Manager Gorman noted that Mayor Pro-Tem VanSlambrouck contacted him regarding an old fund for the Toan Park and why fundraising is necessary. After doing some research this fund was dissolved in the early 2000's.

Mayor Barnes provided more historical information regarding the fund.

Director ConnerWellman received news of an upcoming \$10,000 donation for the project.

Under New Business, Director ConnerWellman stated she has had discussions with Bill Fabiano regarding his possible donation of the property at 103 E. Grand River Ave.

Mr. Fabiano stated that he has been working on some restoration of the property due to the flood/ice jam. The property requires reinforcement of the retaining wall.

City Manager Gorman stated that a donation agreement would need to be drafted and all due diligence would need to be performed in order to fully consider all elements of a possible donation.

Mayor Barnes stated that this is an exciting prospect, the property would be a wonderful greenspace. He further thanked Mr. Fabiano for the offer.

There was further discussion.

Director ConnerWellman presented the 8-week work plan tasks and updates for fundraising for the Riverfront Park Revitalization project.

There was extensive discussion and planning.

Director ConnerWellman stated that Tim Fuller has discovered a very concerning structural issue at 128 Kent St. He plans to apply for a façade grant to be used on this one façade. She further suggested a \$4,000 grant that was not budgeted with the understanding the façade will need to be completed before the end of this Fiscal Year.

Member Briggs stated she has spoken with Mr. Judd and Mrs. Teachout; they agree the design is approved.

Motion by Barnes, supported by Antaya, to increase the façade budget by \$4,000.00 from unencumbered funds to support the Design Committee approval of Façade Design for 128 Kent St.

All in favor. Adopted.

Under the Director Report, Director ConnerWellman stated she will email everyone the March 2021 Director's Report.

Under Board Member Comments, Member Briggs noted that it was four years ago that Director ConnerWellman was hired.

Director ConnerWellman stated that she is honored to serve in Portland and hopes to be here for a long time.

City Manager Gorman stated that the Safe Routes to School Project will begin on Monday, March 29, 2021 to promote walkability and connectivity in the City of Portland. The City has worked closely with both Portland Public Schools and St. Patricks Shools and received over \$1 million in grant monies.

Director ConnerWellman noted that she has received an email from Member Charlsie Abel resigning her position on the DDA effective immediately.

Motion by Barnes, supported by Williamson, to adjourn the meeting at 8:20 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary