

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

Held on Wednesday, July 26, 2021
In the Council Chambers at City Hall

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

Members Absent: Gorman

Staff: DDA Director ConnerWellman; City Clerk Miller

Guests: None

Chair Grimminck called the meeting to order at 7:04 P.M.

Motion by Barnes, supported by Madarang, to approve the agenda with the addition to add a motion for Fabiano's Property Donation under Old Business.
All in favor. Adopted.

There was no Public Comment.

Motion by Antaya, supported by Williamson, to approve the minutes of the June 30, 2021 with revisions submitted to City Clerk Miller as noted by Mayor Barnes.
All in favor. Adopted.

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

Under Team Reports, Mayor Barnes stated the Organization & Marketing Team has had a lot of great discussion about the Toan Park Revitalization Project regarding when to hold and the logistics surrounding the grand opening. Other topics have included Two Rivers Marketplace, events for the rest of the year, and possible sponsorship for the next year's fireworks.

Chair Grimminck stated the Design Team has been considering a request to allow flags on the sides of downtown buildings. At this time, they feel there is not enough sidewalk space. This may be a consideration after the Kent Street Improvement Project is complete and new streetscaping is in place.

Under Old Business, Director ConnerWellman noted that she has received the Agreement & Conflict of Interest Annual Update Forms from all members.

Director ConnerWellman presented information on Bill Fabiano's offer of donating the property adjacent to his restaurant to the DDA. She stated that the City's engineers have done a preliminary evaluation of the property. A Phase I Environmental Study is needed which will cost \$2,400. The preliminary investigation does not show any underground tanks registered with the State of Michigan. If nothing is found in the Phase I Environmental Study then that may be all that is needed. If problems are found the engineers do not believe the DDA would have a

problem getting funding through EGLE to address them. At this point, the engineers do not see a problem with the City accepting the property. The retaining wall along the river appears to be stable at this point.

Mr. Fabiano has noted his preference that the property be made into green space and the City Christmas tree be placed there.

Motion by Williamson, supported by Barnes, to move forward with the Phase I Environmental Study and Phase II if needed at a cost up to \$15,000.00.

All in favor. Adopted.

Director ConnerWellman provided an update on the Toan Park Improvement Project. The project is expected to be complete mid-September.

Under New Business, the Election of Officers was held.

Motion by Hengesbach, supported by Antaya, to keep the same as officers with Madarang to be the Vice Chair.

All in favor. Adopted.

Director ConnerWellman noted the Bi-Annual DDA-TIF Public Meeting will be held at the September 27, 2021 Board Meeting.

Under the Director Report, Director ConnerWellman presented the July 2021 Director's Report.

Under Board Member Comments, Member Briggs noted the Community Orchestra is meeting to start playing again and that Monday Night meals at the Congregational Church will resume in September.

Motion by Madarang, supported by Williamson, to adjourn the meeting at 7:40 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary