

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

Held on Monday September 27, 2021
In the Council Chambers at City Hall

Members Present: Grimminck, Gorman, Barnes, Williamson, Briggs, Hengesbach, Madarang
(arrived at 7:12 P.M.)

Members Absent: Antaya

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: Kathy Parsons, Shirley Teachout

Chair Grimminck called the meeting to order at 7:01 P.M.

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

Director ConnerWellman gave the Bi Annual Public Presentation. The board members introduced themselves and provided information on their relationship to the downtown.

There was no Public Comment.

Motion by Williamson, supported by Hengesbach, to approve the minutes of the August 30, 2021 meeting.
All in favor. Adopted.

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

Under Team Reports, Board Member Williamson reported that the Organization and Marketing team discussed the Bi Annual report that was presented by Director ConnerWellman tonight.

For the Design Team, Member Briggs stated the group discussed building maintenance in the downtown and how to incentivize property and business owners to take care of their property and how this could relate to façade grants in the future.

Under Old Business, Director ConnerWellman stated the budget review was a part of the Bi Annual Report. She asked the board members to let her know if they had any questions.

Director ConnerWellman stated that each team will create a strategic plan with their top three priorities to present to the board at its meeting on October 14, 2021.

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Under New Business, Director ConnerWellman presented the revenue/expense summary for the Oktoberfest Brews in the Ballpark. It is expected that there will be a profit of approximately \$4,000 to put towards Holidayfest.

Under the Director Report, Director ConnerWellman stated she had nothing new that had not already been presented.

Under Board Member Comments, City Manager Gorman noted the scheduled power outage on October 15, 2021 at 11:45 P.M. through October 16, 2021 at noon to replace the reclosers at the Consumers Energy substation

Motion by Barnes, supported by Madarang, to adjourn the meeting at 7:42 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary