

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

Held on Monday October 25, 2021
In the Council Chambers at City Hall

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

Members Absent: None

Staff: DDA Director ConnerWellman, City Clerk Miller

Guests: None

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

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

There was no Public Comment.

Motion by Williamson, supported by Madarang, to approve the minutes of the September 27, 2021 meeting.
All in favor. Adopted.

Due to illness the Treasurer's Report was not available for the meeting.

Under Old Business, Director ConnerWellman stated that all teams met together on Thursday, October 14, 2021 for strategic planning. She presented the results of the planning session that prioritized projects for October 2021 through July 2023.

There was discussion; particularly regarding whether the DDA should sponsor the 4th of July fireworks.

The board discussed committing to a 4-year commitment to sponsoring the fireworks with the knowledge that everyone on the DDA will need to volunteer at some point. There will need to be additional recruitment of volunteers.

Under New Business, Director ConnerWellman proposed budget amendments for the Fiscal Year 2021-2022 Budget.

Motion by Gorman, supported by Madarang to approve the budget amendments as presented.
All in favor. Adopted.

Director ConnerWellman proposed the Team meetings be combined into one meeting per month as there are not new volunteers getting involved and there is quite a bit of overlap between the teams.

Motion by Hengesbach, supported by Williamson, to combine the teams and meet once a month.

There was discussion.

The vote was held.
All in favor. Adopted.

Director ConnerWellman presented a letter from William Fabiano regarding his proposed donation of the property at 103 E. Grand River Ave. to the DDA.

There was discussion.

The DDA concurred they are still in favor of accepting the property but can't enter into an agreement until the environmental testing is complete.

Director ConnerWellman shared information on Chamber Nation, a web provider, and proposed changing to this web service due to increased costs from the current provider. Chamber Nation offers many other services for a lower cost.

Motion by Barnes, supported by Williamson, to change the web database to Chamber Nation.

There was discussion.

The vote was held.
All in favor. Adopted.

Director ConnerWellman stated that River's Edge (160 Kent St.) is working with the City to convert a purchased Tavern Liquor License to Class C Liquor License.

There was discussion.

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

Under Board Member Comments, Member Williamson commented that the 7th Annual Pumpkin Carving Contest will be held at Portland Family Chiropractic on Wednesday, October 27, 2021.

Chair Grimminck noted the Portland District Library is hiring two new part-time positions.

Motion by Williamson, supported by Madarang, to adjourn the meeting at 8:05 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary