

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

Held on Monday, June 27, 2022
In the Council Chambers at City Hall

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

Members Absent: Antaya

Staff: Director ConnerWellman; City Clerk Miller

Guests: Becky Ward; Mike Judd

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

Motion by Williamson, supported by Madarang, to excuse Member Antaya from this meeting and Director ConnerWellman from the May 23, 2022 meeting.

All in favor. Adopted.

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 May 23, 2022 meeting as presented.

All in favor. Adopted.

Motion by Briggs, supported by Williamson, to approve both the May and June 2022 Treasurer's Reports.

All in favor. Adopted.

Under Team Reports, Mayor Barnes and Member Williamson both stated they were unable to attend the Organization & Marketing meeting due to other commitments.

Director ConnerWellman stated the Design & Business Enhancement Team discussed when to hold Small Business Saturday and the proposed streetscape project.

Under Old Business, Director ConnerWellman provided fundraising updates. Opportunities to participate in all fundraising events are available 24/7 to any business or organization. Several businesses had requested the ability to review all available sponsorships at once in order to better plan their annual contributions. The DDA is short about \$2,500 for the fireworks at this point. If no more funding comes in it will pay \$5,000 for the fireworks rather than \$2,500 as in previous years.

At this point, Beerfest planning is going well.

Director ConnerWellman noted that Dana Hengesbach has decided she does not wish to be reappointed to the DDA, her term will expire June 30, 2022.

Member Hengesbach provided an update on all of her activities in the community.

The Board expressed their thanks for her service to the DDA.

Under New Business, an update on the Kent Street Project status and the communication written by City Manager Gorman to the community. Director ConnerWellman has been distributing it businesses. She provided the Board with the results of her informal polling results of the businesses during her distribution of the communication piece.

City Manager Gorman noted his appreciation for Director ConnerWellman and her efforts in meeting with the business owners. He provided further information on his communication piece.

Director ConnerWellman distributed the Agreement & Conflict of Interest Annual Update forms for signatures of the board members.

Director ConnerWellman noted that board member volunteers and fundraising efforts are still needed for the fireworks scheduled for July 1, 2022. She noted that she would like to post signs throughout the community to thank all of the volunteers.

There was discussion.

Under the Director Report, Director ConnerWellman presented her downtown report.

There was discussion about the webinar, Demystifying DDA's, that the board members were asked to watch.

City Manager Gorman provided information on the recent actions and work by the Planning Commission.

Under Board Member Comments, City Manager Gorman provided information on the request from Denny Cunningham to put tables/chairs on the Boardwalk for Rivers Edge Grill. He further explained the challenge related to his liquor license.

There was discussion.

Member Briggs noted the Historical Society will display Portland memorabilia tomorrow night.

Motion by Williamson, supported by Madarang, to adjourn the meeting at 8:04 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary