

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

Held on Monday, October 24, 2022
In the Council Chambers at City Hall

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

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: None

Chair Grimminck called the meeting to order at 7:00 P.M.

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

Motion by Barnes, supported by Williamson, to approve the minutes of the September 26, 2022 meeting as presented.
All in favor. Adopted.

Motion by Williamson, supported by Madarang, to approve the October 2022 Treasurer's Report.
All in favor. Adopted.

There were no Team Reports.

Under Old Business, Director ConnerWellman shared results of the Strategic Planning survey for October 2022 through July 2024. She asked Board Members to choose what they will commit to.

City Manager Gorman provided an update on the Kent Street Improvement Project and stated the design will proceed with angle parking although the angle will be different than it is currently. Due to supply issues and the planning process construction will likely take place in 2024, but the City is still pursuing possible 2023 construction.

Director ConnerWellman provided an update on the easement process for the Kent St. Project.

Under New Business, Director ConnerWellman noted new Team Member, Mary Peterson of Independent Bank. She is a welcome addition to the team.

Director ConnerWellman noted the finishing touches were made to the mural painting on the building at 103 E. Grand River Ave. over the weekend. The building has been much improved.
Jim,

Director ConnerWellman provided an assessment of the TIF (Tax Increment Financing) Plan for review by the Board Members. The projects in the TIF need to be reviewed and evaluated. Any changes to the TIF Plan are required to go through a public review process.

There was discussion.

Director ConnerWellman stated that long-term parking has become an issue in the City parking lots. Most notably in the parking lot at Maple St. and Grand River Ave.

City Manager Gorman stated that a parking study was conducted during the Kent St. Design Process and several options for parking in the downtown are being evaluated. A specific plan to address the issues has not been determined. The City will use the current legal tools available to address the long-term parking issues.

Director ConnerWellman reported that volunteers have always been relied upon for staffing and the setting of barricades with no expense for community events; however, during a recent non-DDA event there was an issue with how some barricades were placed.

City Manager Gorman stated Police Chief Thomas has recently noted that for safety reasons volunteers should not be responsible for placing barricades. He further stated there are times the DPW Staff may be required to place barricades.

Director ConnerWellman stated there needs to be a discussion about how to accommodate the expenses to have City Staff come in after hours for this purpose for both DDA events and non-DDA events. Does the DDA bear the expense or share it with the City?

There was a lengthy discussion.

Under the Director's Report, Director ConnerWellman presented the monthly report.

Under Board Member Comments, City Manager Gorman provided development updates.

Motion by Williamson, supported by Madarang, to adjourn the meeting at 7:54 P.M.
All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary