

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

Held on Monday, January 23, 2023  
In the Council Chambers at City Hall

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

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: None

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

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

There was no Public Comment.

Motion by Williamson, supported by Briggs, to approve the minutes of the November 22, 2022, meeting as presented.  
All in favor. Adopted.

Motion by Williamson, supported by Antaya, to approve the December 2022 and January 2023 Treasurer's Report.  
All in favor. Adopted.

Under Team Reports, Chair Grimminck shared her takeaways from the Michigan Downtown Association Conference she attended with Director ConnerWellman. The DDA should take the time to invite community members to be a part of the DDA.

There was discussion.

Under Old Business, Director ConnerWellman noted the Winter Digest – semiannual public presentation and information session will be held at the February 27, 2023, DDA meeting.

Under New Business, Director ConnerWellman presented her recommendations for budget adjustments to the Fiscal Year 2022/2023 budget for consideration.

Director ConnerWellman presented a proposal from Paul Starr of ImABeerHound, organizer of Beerfest, to expand the Beerfest event.

There was discussion.

Director ConnerWellman presented the revised Façade Improvement Program overview and Competitive Façade Proposal.

Director ConnerWellman suggested that outside sales/vendors be restricted on the 4<sup>th</sup> of July fireworks event. The DDA would like for a nonprofit organization to take over this event for their own fundraising efforts.

There was discussion of the Blanket Transient Trader Permit for certain events in the City.

Under the Director’s Report, Director ConnerWellman presented her 2022 review of accomplishments.

Under Board Member Comments, City Manager Gorman provided a brief overview of City business and upcoming projects.

Motion by Williamson, supported by Antaya, to adjourn the meeting at 8:06 P.M.  
All in favor. Adopted

Respectfully submitted,

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Margery Briggs, Secretary