

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

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

Members Present: Barnes, Gorman, Vogl, Ward, Madarang, Williamson, Briggs

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: None

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

Motion by Barnes, supported by Briggs, to approve the agenda with addition under New Business to discuss a communication regarding Downtown building lighting.

All in favor. Adopted.

There was no Public Comment.

Motion by Williamson, supported by Barnes, to approve the minutes of the September 25, 2023, regular meeting and the October 9, 2023, special meeting as presented.

All in favor. Adopted.

Motion by Williamson, supported by Vogl, to approve the Treasurer's Report as presented.

There were no Team Reports as the Team Meeting was cancelled due to the October 9, 2023, Special Meeting.

Under Old Business, Director ConnerWellman presented a list of volunteer opportunities for the Board Members as part of the strategic planning for October 2023 through July 2025.

City Manager Gorman provided an update on the upcoming Kent Street Improvement Project.

Director ConnerWellman stated the DDA has been awarded \$200,000 of the \$240,000 requested through the RAP 2.0 – MEDC Grant for demolition of the building at 103 E. Grand River Ave. Funds will also be used to secure the retaining wall along the Looking Glass River and to create an open space plaza.

Director ConnerWellman stated a Public Hearing and First Reading of the Ordinance for the DDA TIF Update will be held at the November 6, 2023, City Council Meeting. The Second Reading and consideration for adoption will be held at the November 20, 2023, City Council Meeting.

Under New Business, Director ConnerWellman presented an overview of the Fiscal Year 2022/2023 Budget and the current Fiscal Year 2023/2024 Budget.

There was discussion.

Director ConnerWellman presented a proposal from a new company for the 2024 4th of July fireworks. Small Town Saturday Night Fireworks will provide more fireworks less, the show will last between 18 – 20 minutes. The fireworks are still scheduled for the Friday before the 4th of July which will be Friday, June 28, 2023.

Motion by Briggs, supported by Williamson, to approve the proposal from Small Town Saturday Night Fireworks for the 4th of July fireworks celebration to be held Friday, June 28, 2023.
All in favor. Adopted.

Director ConnerWellman noted she received a resignation letter from Chair Grimminck.

Mayor Barnes noted his concern with the last comment in Chair Grimminck’ s resignation letter, “As long as everyone can remember that Tina works for the DDA (and not the city) and supports her accordingly, I can with a clear conscience.”

Mayor Barnes asked if someone would reach out to find out her meaning of this statement so that if she has a concern with the city, it can be stated for the record.

There was a discussion of recommendations for the DDA Chair.

Motion by Barnes, supported by Vogl, that Member Madarang should be Chair and Member Williamson should be Vice Chair.
All in favor. Adopted.

City Manager Gorman noted what the roles of Chair and Vice Chair entail and requested board members talk to him if there are issues or concerns, they have with the City.

There was discussion.

Director ConnerWellman inquired if the Team Workshops held the second Tuesdays of each month at 6:15 P.M. should continue to be held at area establishments or at City Hall where it would be less noisy and better seating.

Motion by Gorman, supported by Barnes, to hold the Team Meetings at City Hall on the 2nd Tuesday of each month at 6:15 P.M.

City Manager Gorman noted the public is invited to attend the Team Meetings.

The vote on the motion was held.
All in favor. Adopted.

Director ConnerWellman shared a communication she received from Merry Hass of The Port in regard to lighting the rest of Kent St. with Christmas lights the same as the west side of the 100 Block, including City Hall. The lights would be installed by Tim Fuller. In addition, she requests the City help with the cost of the lift to install the lighting.

There was discussion.

Mayor Barnes noted his concern with allowing Mr. Fuller to decorate City Hall while his buildings are languishing. He further noted his concern with allowing residents to decorate City Hall as it may open the door to other entities that might want to do the same.

Director ConnerWellman noted the recent work that Mr. Fuller is doing to his buildings is on the interior and is not visible to the public.

There was discussion.

City Manager Gorman noted that he is open to the idea of lighting City Hall but as with all other City expenses bids should be submitted by a contractor for the work. Mr. Fuller would be welcome to submit a quote.

Mayor Barnes concurred with Member Vogl's previous statement that if the DDA assists with helping fund the cost of the lift for installation of lights then it prompt a request to reimburse expenses for the lights that were previously installed on the west side of the 100 block of Kent St.

Motion by Williamson, supported by Vogl, that the DDA does not approving helping to fund the lift for installation of Christmas lights because it did not help with the previous light installation.

Abstain: Madarang, Briggs

Approved: Vogl, Ward, Barnes, Williamson, Gorman

Adopted

Motion by Williamson, supported by Ward, to turn down Tim Fuller's offer to light City Hall with Christmas lights.

All in favor. Adopted.

Director ConnerWellman presented her Director's Report.

Under Board Member comments, City Manager Gorman noted work has begun on the Boardwalk. There was more aesthetic damage than expected which has caused a significant price increase. Only four of the concrete piers will be finished at this time and the rest will be addressed at a later date.

Motion by Williamson, supported by Ward, to adjourn the meeting at 8:05 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary