

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

Held on Monday, February 26, 2024
In the Council Chambers at City Hall

Members Present: Gorman, Vogl, Williamson, Briggs, Sandborn, Barnes

Members Absent: Madarang, Ward

Staff: Director ConnerWellman, City Clerk Miller

Guests: Roy & Cena Schneider

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

Director ConnerWellman presented the Winter Digest – Bi-Annual presentation and information session.

Motion by Gorman, supported by Barnes, to approve the proposed agenda.
All in favor. Adopted.

Under Public Comment, Roy Schneider inquired if the riverbank opposite the proposed Looking Glass Plaza will be cleaned up and if there will be grass at the intersection of Kent Street and Bridge Street.

City Manager Gorman stated the specifics of these two items have not been decided. The intersection at Kent Street and Bridge Street will include something “green” but it has not been determined what it will be.

There was discussion.

Motion by Barnes, supported by Vogl, to approve the minutes of the January 29, 2024, regular meeting.
All in favor. Adopted.

Motion by Vogl, supported by Gorman, to approve the Treasurer’s Report as presented.
All in favor. Adopted.

Under Team Reports, Mayor Barnes noted Director ConnerWellman has prepared and the team has reviewed the Fiscal Year 2024/2025 Budget.

City Manager Gorman provided an overview of the upcoming Kent Street Improvement Project. Workshops will be held March 4th and March 13th to provide information and answer questions from the public.

Member Vogl provided information related to promotions and incentives being considered to assist businesses this summer.

Director ConnerWellman shared information for the Brews on the Bridge event that will be held in August 2024.

There was no Old Business.

Under New Business, Director ConnerWellman presented a request to apply for the Brews on the Bridge Liquor License.

Motion by Barnes, supported by Briggs, to approve the application for the Brews on the Bridge Liquor License.

All in favor. Adopted.

Director ConnerWellman explained that with the change in officers on the DDA Board the signatories on the bank accounts at Huntington Bank and Independent Bank need to be updated to remove persons who have left the DDA Board and add Chairperson Leo Madarang. James E. Barnes should remain as Treasurer.

Motion by Briggs, supported by Vogl, that the signatories on the DDA bank accounts at Huntington Bank and Independent Bank be updated to remove persons who have the DDA Board and add Chairperson Leo Madarang and Treasurer James E. Barnes should remain.

All in favor. Adopted.

Director ConnerWellman stated there is an additional estimate of \$2,054.00 for additional work on the Veterans Bridge lighting. The additional work would complete the repairs on the software and wiring.

Motion by Barnes, supported by Sandborn, to approve the additional repairs in the amount of \$2,054.00 for the Veterans Bridge lighting.

All in favor. Adopted.

Director ConnerWellman presented the proposed budget for Fiscal Year 2024-2025 for review.

Director ConnerWellman presented the Director's Report.

Under Board Member comments, City Manager Gorman provided information on the proposed use of golf carts downtown during the Kent Street Improvement Project. It has been determined the convenience of the proposal does not outweigh the safety of doing so; they will not be allowed.

Motion by Barnes, supported by Vogl, to adjourn the meeting at 7:50 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary