

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

Held on Tuesday, July 22, 2024  
In the Council Chambers at City Hall

Members Present: Madarang, Vogl, Barnes, Williamson, Briggs, Interim City Manager Terry

Members Absent: Ward, Sandborn

Staff: Director ConnerWellman, City Clerk Miller

Guests: Mike Judd

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

Director ConnerWellman noted the representatives for Don Jose Mexican Grill were unable to attend tonight's meeting so Item A, under New Business will be moved to the August DDA meeting.

Motion by Williamson, supported by Barnes, to approve the amended agenda, removing Item A under New Business.

All in favor. Adopted.

There was no Public Comment.

Motion by Williamson, supported by Briggs, to approve the minutes of the June 18, 2024, regular meeting.  
All in favor. Adopted.

Motion by Williamson, supported by Vogl, to approve both the June and July Treasurer's Reports.  
All in favor. Adopted.

There were no Team Reports as there was not a July team meeting.

Under Old Business, Member Williamson provided an update on the fireworks display held June 28, 2024, at Bogue Flats. The event went very well, and the fireworks display provided by the new vendor, Small Town Saturday Night Fireworks LLC was very good.

Director ConnerWellman noted she is working with the new fireworks vendor on a potential four-year contract that would keep the fireworks on the Friday prior to the 4<sup>th</sup> of July.

Interim City Manager Terry provided an update on the Kent Street Improvement Project. Overall, the Kent Street Improvement Project has been moving along very well. A meeting was held last week with the contractors to evaluate the planters that were installed at Kent Street and Bridge Street intersection. They did not meet City standards so they will be redesigned and reinstalled. The goal is to achieve a consistent look as the planters at the Maple Street and Bridge Street intersection.

There was a discussion.

Director ConnerWellman noted there is some interest from either Theresa or Andrew Meyers in serving on the DDA Board.

Under New Business, the Election of Officers was held.

Motion by Barnes, supported by Vogl to retain the same officers.

Chair – Madarang

Vice Chair – Williamson

Secretary – Briggs

Treasurer – Barnes

All in favor. Adopted.

Director ConnerWellman provided an update on the Brews & Pours event to be held Saturday, August 10, 2024. There has been a favorable response from the sponsors and participating breweries. There is still a need for volunteers and for paid positions for both setup and takedown.

Director ConnerWellman asked the Board for permission to issue checks to the breweries ahead of the event, which will take place before the next DDA meeting.

Motion by Briggs, supported by Williamson, to approve issuing checks to the breweries participating in the Brews & Pours event to be held on Saturday, August 10, 2024.

All in favor. Adopted.

Mayor Barnes noted the checks will be documented in the August Treasurer's Report.

Director ConnerWellman noted the Bi-Annual DDA-TIF Public Meeting will be held at 7:00 P.M., Monday, September 23, 2024. The DDA meeting will follow.

Director ConnerWellman stated there has been conversations about enforcing the Dumpster Enclosure Ordinance. There are currently 8 dumpsters downtown that are not enclosed and there are 22 dumpsters that are not enclosed in the great DDA district.

There was a discussion.

Director ConnerWellman provided the Director's Report.

Under Board Member comments, Mayor Barnes noted that check # 2545 was signed, not check # 2536 as listed on the Treasurer's Report.

Director ConnerWellman noted that check # 2536 had to be voided and reissued as check # 2545 due to a name change.

Member Briggs thanked everyone for their thoughts and prayers with the recent passing of her son.

Motion by Williamson, supported by Vogl, to adjourn the meeting at 7:49 P.M.

All in favor. Adopted

Respectfully submitted,

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Margery Briggs, Secretary