

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

Held on Tuesday, September 30, 2024

In the Council Chambers at City Hall

Members Present: Madarang, Sandborn, Barnes, Vogl, Ward, Williamson, Briggs, City Manager Dymczyk

Members Absent: None

Staff: Director ConnerWellman, City Clerk Miller

Guests: Jon Moxey of Fleis & VandenBrink; Mike Judd

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

Motion by Williamson, supported by Briggs, to approve the agenda as presented.

All in favor. Adopted.

Director ConnerWellman presented the Summer Digest – Bi-Annual Update.

There was no Public Comment.

Motion by Barnes, supported by Williamson, to approve the minutes of the August 26, 2024, regular meeting.

All in favor. Adopted.

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

All in favor. Adopted.

Under Team Reports, Director ConnerWellman noted the Work Session meeting entailed discussion of the 2025 Work Plan and pride in all the work accomplished in 2024.

Under Old Business, Jon Moxey of Fleis & VandenBrink provided an update related to the Looking Glass Plaza project. Due to issues with the Grand River Crossing Project the building at 103 E. Grand River needs to be taken down to dig out a drill head that is stuck. A change order for this work will be presented to the City Council for approval. Once approved and the building is demolished then new pricing will be obtained for the remainder of the work required for the Plaza Project.

Director ConnerWellman presented concerns from Bill Fabiano, owner of the property at 104 E. Grand River Ave. Mr. Fabiano does not want the wall of his building unfinished over the winter when the building at 103 E. Grand River Ave. is taken down, he has concerns it will be bad for his business. Per the donation agreement between Mr. Fabiano and the City of Portland for the property at 103 E. Grand River Ave. the City agreed to place a dumpster for his business. The dumpster enclosure that will be placed at the new plaza is bid at approximately \$35,000.00. Per review of the donation agreement by the City's attorney there is no obligation to contribute to the façade. The DDA was prepared to pay approximately \$20,000.00 towards repairing Mr.

Fabiano's building to ensure it is structurally sound and weatherproof after the demolition of the adjacent building. This does not include aesthetics of matching and completing his façade. The cost of the dumpster enclosure and the building repairs put the public investment into Mr. Fabiano's property over \$50,000.00, which was the amount he was offered from other interested parties for the property at 103 E. Grand River Ave. With these costs there is essentially no donation to the City. Mr. Fabiano has also stated he does not want the building to come down unless there is a plan to restore his building façade, this is holding up progress on the Grand River Crossing work.

Mayor Barnes suggested the City attorney respond to Mr. Fabiano.

There was discussion.

Motion by Ward, supported by Williamson, to have the City attorney respond to the request by Mr. Fabiano.

All in favor. Adopted.

Under New Business, Mr. Moxey noted the first block of Kent Street had the topcoat paving done this morning and is getting close to reopening. A Grand Opening Celebration will be held Wednesday, October 16, 2024, from 4:00 – 7:00 P.M.

Director ConnerWellman provided a review of the Fiscal Year 2023/2024 Budget and requested \$20,000.00 for the Looking Glass Plaza Project and \$9,000.00 for the Kent Street Project be moved from the fund balance to the Fiscal Year 2024/2025 Budget.

Motion by Williamson, supported by Vogl, to move \$29,000.00 from the Fiscal Year 2023/2024 fund balance to the Fiscal Year 2024/2025 Budget.

All in favor. Adopted.

Mr. Moxey provided information on the upcoming Divine Hwy. Bridge Replacement Project scheduled to take place in 2025.

Director ConnerWellman provided the Director's Report.

Under Board Member comments, Director ConnerWellman thanked Chair Madarang for his contributions to the DDA.

Motion by Williamson, supported by Barnes, to adjourn the meeting at 7:52 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary