

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

Held on Monday, February 24, 2025
In the Council Chambers at City Hall

Members Present: Williamson, Mayor Barnes, City Manager Dymczyk, Schneider, Vogl, Ward, Briggs

Members Absent: Sandborn

Staff: Director ConnerWellman, City Clerk Miller

Guests: Keith Jenks, Sandy Sunday, Christina Hamlin

Director ConnerWellman presented the Winter Digest – Bi-Annual Public Presentation.

Chair Williamson called the meeting to order at 7:12 P.M.

Motion by Briggs, supported by Schneider, to approve the agenda as presented.
All in favor. Adopted.

Under Public Comment, Keith Jenks presented his idea to hold a cardboard box/duct tape regatta in Portland on July 19, 2025. He would like to promote Portland as a destination. He has started a webpage and is gathering volunteers.

Motion by Barnes, supported by Vogl, to approve the minutes of the February 5, 2025, regular meeting.
All in favor. Adopted.

Motion by Briggs, supported by Vogl, to approve the Treasurer's Report.
All in favor. Adopted.

Under Team Workshops, Mayor Barnes explained the Budget process for Fiscal Year 2025/2026.

Director ConnerWellman stated the Team has been looking at options for furnishings for the new plaza at 103 E. Grand River Ave. Cameras are also being considered. The Team has also been compiling information from other communities regarding sidewalks for review of ideas.

Chair Williamson noted he will be discussing the Downtown Biz Concerns with City Manager Dymczyk, and Member Vogl.

Under Old Business, City Manager Dymczyk stated there are still no concrete answers related to the issues with key fobs working in the downtown over the winter.

Director ConnerWellman stated the minutes approved tonight for the February 5, 2025, meeting to change the signatories will be forwarded to the banks for the necessary changes.

There was discussion of the DDA By-Laws, specifically to change the definition of a quorum.

There was discussion on how to respond to the Downtown Biz Concerns.

Mayor Barnes stated it is appropriate for Director ConnerWellman to carry the message/response to the individuals with concerns.

Under New Business, Director ConnerWellman requested approval to apply for the liquor license for Beerfest, scheduled to be held, Saturday, August 9, 2025.

Motion by Ward, supported by Schneider, to apply for a Liquor License for Beerfest, to be held Saturday, August 9, 2025.

All in favor. Adopted.

Director ConnerWellman presented the proposed budget for Fiscal Year 2025/2026.

Director ConnerWellman provided the Director's Report.

There were no board comments.

Motion by Ward, supported by Briggs, to adjourn the meeting at 7:47 P.M.

All in favor. Adopted

Respectfully submitted,

Margery Briggs, Secretary