

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

Held on January 15, 2015
In Council Chambers at City Hall

Members Present: Antaya, Blastic, Grimminck, Gorman, Tyler, Briggs, Barnes, Urie, Smith

Members Absent: Dumas, Clement

Staff: DDA/Main Street Director Reagan, City Clerk Miller

The meeting was called to order at 4:01 P.M. by Vice Chair Antaya.

Motion by Briggs, supported by Blastic, to excuse Chair Dumas.
All in favor. Adopted.

Motion by Barnes, supported by Tyler, to approve the Proposed Revised Agenda as presented.
All in favor. Adopted.

Motion by Barnes, supported by Briggs, to approve the Minutes of the December 18, 2014
Regular Meeting as presented.
All in favor. Adopted.

Mayor Barnes thanked Finance Officer Schrauben for her adding up the DDA expenses so they
are easier to read.

Motion by Barnes, supported by Briggs, to approve the January 2015 Treasurer's Report as
presented.
All in favor. Adopted.

Under New Business, Director Reagan presented information on the quotes solicited for 2015
Holiday decorations to include additional decorations out to I-96 on Grand River Ave. and to add
the lighting of the trees at Scout Park and in the pergola at City Hall with LED lights to save
electricity. Director Reagan recommended approval of the quote from Hometown Decoration
and Display for a 5-year contract at a cost of \$9,540 per year.

There was a lengthy discussion.

Motion by Barnes to table a decision until next month so Director Reagan can pursue other
possible quotes and verify if a 3-year contract would be possible if standard lights are used
instead of LED lights.

There was continued discussion.

Member Smith seconded the motion on the floor.

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

Director Reagan presented a request for approval to submit an application for a Charitable Gaming License for the 2015 Block Party. The Main Street Board unanimously approved this request at their meeting earlier today.

Motion by Smith, supported by Briggs, to approve the submittal of a Charitable Gaming License Application for the 2015 Block Party.
All in favor. Adopted.

Under the Director's Report, Director Reagan presented the Fund Development Training Report by Patrice Martin of Nonprofit Network.

Under Trainings, Director Reagan stated that he will attend the 2015 National Main Street Conference will be held in Atlanta, GA on March 30th – April 2nd. There are openings for any Main Street volunteers that would like to attend.

Under Committee Reports, Director Reagan reported that the Promotions & Marketing Committee will hold the 2015 Block Party on Saturday, May 16, 2015.

The Economic Revitalization Committee will hold a customer service training sometime in the spring.

The Organization and Finance Committee published the January 2015 On the Street Newsletter that was mailed with the City utility bills.

Motion by Blastic, supported by Urie, to adjourn the meeting at 4:34 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary