

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

Held on April 16, 2015
In Council Chambers at City Hall

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

Members Absent: Urie

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

The meeting was called to order at 4:00 P.M. by Chair Dumas.

Motion by Antaya, supported by Clement, to excuse Member Urie.
All in favor. Adopted.

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

Motion by Barnes, supported by Blastic, to approve the Minutes of the March 19, 2015 regular meeting as presented.
All in favor. Adopted.

Motion by Clement, supported by Tyler, to approve the April 2015 Treasurer's Report as presented.
All in favor. Adopted.

Under New Business, Director Reagan requested that the May DDA meeting be rescheduled from Thursday, May 22, 2015 to Thursday, May 14, 2015 in order to approve payments before the Block Party which will be held on Saturday, May 16, 2015.

Motion by Dumas, supported by Briggs, to approve rescheduling the May DDA meeting to Thursday, May 14, 2015.
All in favor. Adopted.

Director Reagan stated that the Design Committee met and reviewed the 2015 Local Façade Grant applications. There are no recommendations at this time as they are seeking further information from all three of the applicants.

Director Reagan announced his resignation effective Friday, May 15, 2015. He stated he would be willing to help lead the Block Party on Saturday, May 16, 2015. He and his family will be moving back to their home in Muskegon. He further stated that Shelley Perry is interested in serving in an interim position as she did last year and made a recommendation that she be retained.

Member Smith thanked Director Reagan for all he has done and wished him well.

Member Blastic thanked Director Reagan for bringing him on as a volunteer and encouraging him to get involved.

Member Clement thanked Director Reagan and wished him well.

Chair Dumas stated it has been a pleasure to work with Director Reagan and that he has done a great job. He wished him well.

Motion by Dumas, supported by Antaya, to accept the resignation of Director Reagan as per the letter submitted on April 16, 2015 with regret.
All in favor. Adopted.

City Manager Gorman thanked Director Reagan for his assistance in getting acclimated to his role as City Manager. He further stated that Director Reagan has a lot of energy and has done a good job. He wished him well.

Mayor Barnes commented there hasn't been a time that he has laughed and worked so hard and further stated his regret in seeing him leave Portland. He told Director Reagan to call if needs anything.

Under the Director's Report, Director Reagan noted the letter included in the communications from James Hilligan stating his intention to start a microbrewery at 110 Water Street, formerly Willard Auto Sales, mid to late 2016.

Director Reagan stated that he attended the 2015 National Main Street Conference held in Atlanta, GA on March 30th – April 2nd with Kory Blastic, Eric Proctor and Heather Wiborn. He stated that Atlanta has a great downtown and there fantastic sessions at the conference.

Member Blastic noted there was a lot of information on what successful downtowns are doing.

Director Reagan reported that the Promotions & Marketing Committee will hold the annual Block Party on Saturday, May 16, 2015 in downtown Portland and will feature live music at the Party Pavilion, fun entertainment for the kids, crafters, and the return of the BBQ contest. They will also host the annual "Shop Local" campaign, Portland Pay Day, beginning June 1st through Friday, August 22nd. The prize drawing will be held Thursday, August 27th in conjunction with the final "Thursdays on the Grand" concert series.

The Design Committee did not receive any applications for the "Sign Incentive Grants" for Main Street district businesses. They will be discussing whether to reopen the opportunity.

The Economic Revitalization Committee will host business networking sessions in conjunction with the Portland Area Chamber of Commerce on June 18, 2015 at 6:30 P.M. at Fabiano's River House Grill.

The Organization and Finance Committee published the April 2015 On the Street Newsletter that was mailed with the City utility bills. The committee is also busy planning the August 1, 2015 Beer Fest on the Bridge.

Motion by Antaya, supported by Clement, to adjourn the meeting at 4:18 P.M.
All in favor. Adopted

Respectfully submitted,

Kory Blastic, Secretary