



District and Community Services Meeting Minutes
Thursday June 8, 2017 at 3:00pm
549 Congress St.

Board members present: Josh Benthien (Northland Enterprises), Ken Cianchette (Portland Properties), Suzie Rephan (Leroux Kitchen), Mike McDonald (North River Co)

Others: Steve Kalisz, Sue-Ellen McClain, Doug Fuss, Ken LeDuc, Sandee Sorel LeDuc, Megan Doane

Staff present: Taffy Eaton, Amy Geren, Ethan Campbell

Minute 1. Josh called the meeting to order, welcomed all present and asked for introductions.

Minute 2. Review and acceptance of May 11th meeting minutes: On a motion made by Ken Cianchette and seconded by Mike McDonald, the committee unanimously accepted the May 11th meeting minutes.

Minute 3. Review and acceptance of 2017 Panhandling sub-committee Letter of recommendation: Ken reviewed the Panhandling Ad hoc committee's work, the gathering of information by a diverse group of committee members. Ken explained that the Panhandling sub-committee is seeking approval of the Letter of Recommendation in its current form by this committee. All background information will be included in the final package submitted to the City Council and Mayor Strimling, including sub-committee biographies.

Discussion:

- Jim Devine said he is appreciative of the thoroughness of the process that was taken in writing this letter
- Doug Fuss found a broad consensus of agreement even among the social services organizations

Josh Benthien made a motion to recommend that this letter, as approved by the Panhandling sub-committee, is brought to the Board for vote and approval. Mike McDonald seconded the motion. The vote was unanimous.

Minute 4. DEL update: Amy's May report is attached

- Cadets are working full schedules
- Portland Downtown has contracted with Learning Works for the Graffiti Busters program and removal has resumed for the season. Amy submitted an International Downtown Association award application for the graffiti removal program partnership.
- Supplemental Services – Amy distributed her dashboard report that she submits to the Public Works supervisor also. Tracking this information over time will be helpful. Amy will present our downtown upkeep program at the International Downtown Association Annual Meeting.
- Exchange & Market streets will be resurfaced after Old Port Festival. Amy will be updated with schedules and progress.
- The May See Click Fix report is on the back. These are items the City is responsible for.
 - There was some discussion surrounding emptying of the butt butlers. The original work fair program that emptied them is no longer in place. Amy suggested having a discussion with Mike Roylos, Troy Moon and other involved parties.

Ken thanked Josh for his leadership of this committee.

Josh adjourned the meeting at 3:40.

Respectfully submitted,
Taffy Eaton, Recorder.

Update from your Downtown Experience Liaison

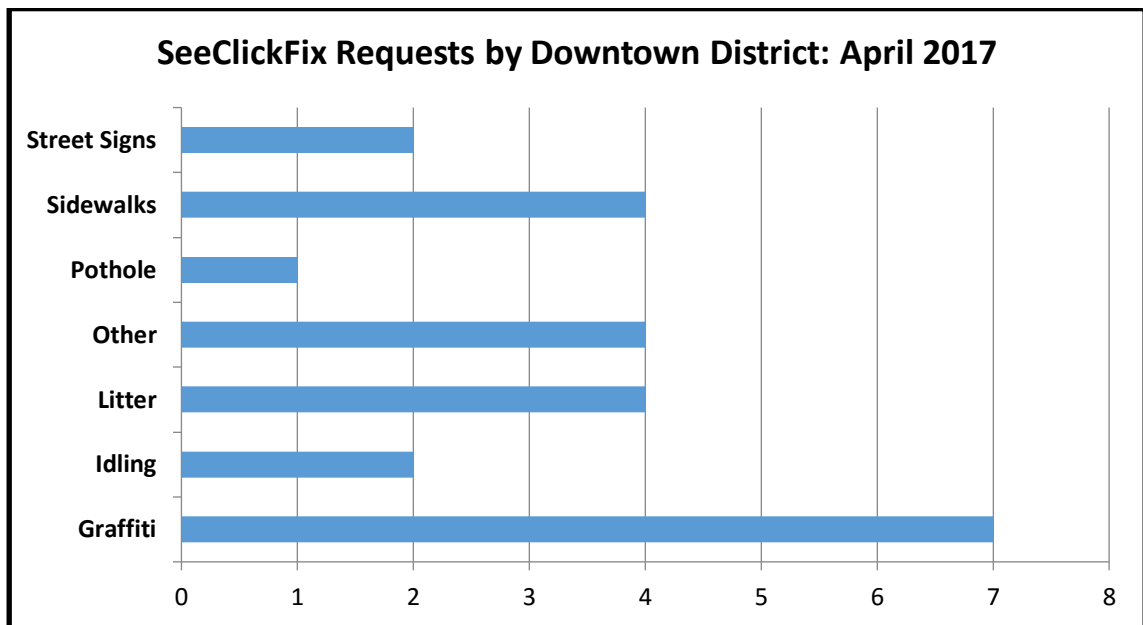
May 2017

Cadet Program

- We interviewed cadet applicants last month; Dakota and Morgan will be joining us for a second season and there will be two new cadets working with them this season, Trenton and Matt. The cadets are registered to attend Visit Maine's Frontline training early in June so that they will be knowledgeable about tourism opportunities in the area.

SeeClickFix Report

- SeeClickFix Requests by incident in the downtown district include 24 for the month of April. Graffiti vandalism continues to be a top request issue. Notes on some issues:
 - All four litter requests refer to cigarette litter, including overfull sidewalk buttlers;
 - Two of the sidewalk issues concern sidewalk signs in place directing to parking lots;
 - Idling issues refer to idling busses, one specifically in an anti-idling zone. I worked on an anti-idling policy enforcement strategy for Troy Moon, so have extensive material on state and local law on this issue. Please let me know if or when we might consider addressing idling downtown.



Graffiti

- LearningWorks' Graffiti Busters program resumed graffiti removal this week. Rich Bianculli, Tim and I will resume sharing a spreadsheet of graffiti hot spots downtown to prioritize service work.
- I submitted an International Downtown Association award application in the Leadership and Management category for the partnership between the City, Portland Downtown and LearningWorks in support of graffiti vandalism cleanup.

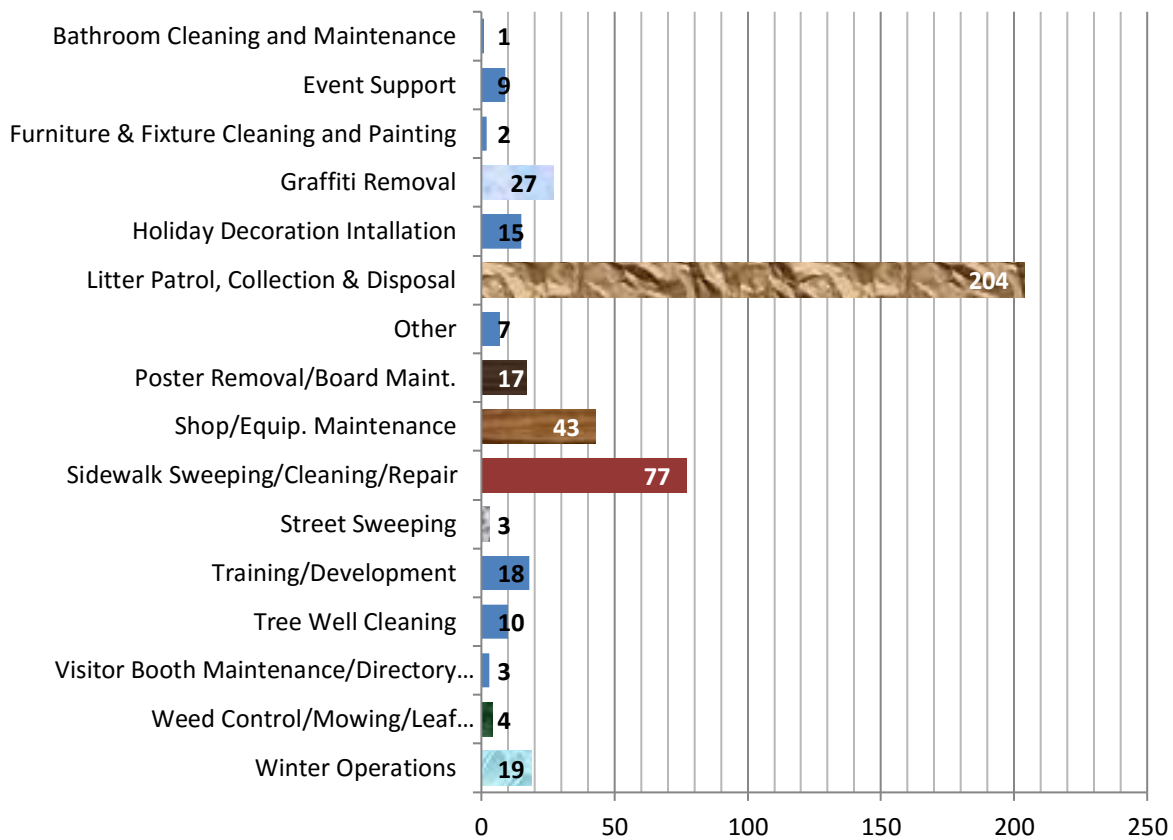
Supplemental Services

- The spring blitz was scheduled to begin this week.
- I reached out to the City of Portland Waste Water Coordinator, John Emerson, with the Department of Public Works Water Resources Division to discuss resuming street sweeping downtown. Our downtown district supervisor created maps detailing the parking restrictions downtown and I shared these with John for planning purposes, with priority for the old port on Monday and Wednesday per parking restrictions on those streets, and Tuesday early morning for Gorham's

Corner. This work was completed last year with Portland Downtown’s public works crew, but it is not a service to be completed according to the supplemental services.

- I met with Metro Bus and city staff to consider what would need to happen to have the black utility box in the Jewel Box bus shelter removed or reduced in size. Plans currently include removing the large box and covering the electric meter and a single circuit panel with a much smaller box, which will hopefully reduce cleanup behind the box.
- Exchange and Market Streets are scheduled for resurfacing this month. We will be notified with daily updates to keep businesses informed of progress. Paving should not disrupt sidewalk or storefront usage, but will require parking restrictions and block the flow of traffic in the area. Work is planned to be completed before the Old Port Festival.
- Data collection from the downtown public works crew is going smoothly. I continue to provide graphics for the crew to assure we are utilizing the data to show progress.

Downtown Supplemental Service Provision Hours: April 2017



Downtown Supplemental Services: Jan. - April 2017

By Hours Worked

