



Clean and Safe Committee Meeting Minutes
Thursday June 14, 2018 1:00 – 2:00 pm
549 Congress St.

Board members present: Denine Leeman (East Brown Cow), Phil Haughey Jr. (MHR Management), Megan Doane (Portland Stage), Sue-Ellen McClain (McClain Marketing)

Others present: Jason Cornell (MECA/Corobo LLC)

Staff present: Casey Gilbert, Amy Geren

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

Minute 2. Review and acceptance of April 12th and May 10th meeting minutes and Amy's DEL report: Megan Doane made a motion to accept the minutes. Sue-Ellen McClain seconded the motion and the minutes were unanimously accepted by the committee. Discussion: Phil wanted to recognize the change that was made to the third bullet under Minute 2 from the April 12th meeting minutes and is reflected in the final draft of minutes that was presented today.

Minute 3. FY19 Public Works budget: Casey provided an overview of the downtown Public Works budget and how it aligns with the overall organizational budget. The total increase this year is 1.9%. The budget is also tied to the Supplemental Services Agreement with the City. A note was added that the Fox Curt bathroom lease will come up for renewal in 2020, so it would be good to start that discussion in FY19. Denine also added that Portland Downtown is anticipating a discussion about the SSA and Master and Supplemental Contracts in FY19.

Megan asked a question about the Mayor recommending an additional mil rate increase that could be used to increase the city's general fund budget. Denine clarified that any additional increase would come directly to Portland Downtown, so the Mayor's request is not possible.

Minute 4. Old Port Festival: Jason Cornell noted that he attended the festival briefly and had a positive experience. He didn't notice any major changes. Sue-Ellen heard feedback that it was the most organized event so far. She also heard feedback that people were looking for kid's activities and she directed them to the Touch-A-Truck area. Casey mentioned that Parks & Recreation is interested in programming Lincoln Park next near if the expansion is approved. Megan attended and felt that things were more spread out and evenly distributed. The changes initiated by the OPF Ad-Hoc and Marketing & Events committee were visible and well-received overall. Denine gave kudos to the staff for improving the event year over year. Phil asked about news coverage for the events and Casey provided an overview of the print, TV, and digital.

Minute 5. Permitting Ordinance Changes: Denine provided a brief update about the Personal Property Tax ordinance issue. City staff and Councilors were supportive of the proposed changes. Denine provided public comment to thank the Council for their diligence, but cautioned them that the interpretation of the ordinance could still be an issue, so she urged the Council to carefully review the ordinance to ensure that any future interpretation is consistent and fair and attributes the delinquent tax to the business and not the property owner.

Minute 6. Supplemental Services Agreement benchmarks discussion

- Discussion of Cost Share with City benefits for SSA (Tabled until August)

- June 4th First reading/public comment on Expansion of District/SSA budget
- June 18th vote on SSA budget/expansion: Casey asked for support from the committee members at the upcoming City Council meeting on June 18th. The expansion and its implications will continue to be discussed at this committee over the coming months.
- SeeClickFix request analysis: Amy presented her analysis to-date for the fiscal year. She also mentioned that needles are a new item that is popping up in See, Click, Fix and is an issue that we should keep our eye on. Amy has been working with Jon Rioux in the Permitting and Inspections Department on a monitoring and enforcement strategy for ordinance violations (ie. Public trash storage).

Minute 7. Winter Operations:

- Update on City Manager’s mention of ordinance changes for 2018-2019

Denine discussed the proposed ordinance which will institute a fee on property owners who fail to keep their sidewalk clear of snow. A question was posed about how the enforcement will occur and whether this ordinance will be successful. It will incentivize property owners to keep their walkways clear ‘building to curb’. Megan raised a concern that she does not want to push the snow into the street because it blocks parking spaces and is concerned that she would be violating the ordinance by not clearing all the way to the curb line. The general consensus is that the communication around the expectations of this ordinance should be clear.

Minute 8. Spring Scheduling of Paving/CIP/Spring Blitz: Schedule of paving can be found on the Department of Public Works website and the Spring Blitz was successful. Poles and trash cans were painted, flowers were planted, and downtown looked great overall. Paver roads, such as Wharf Street, have been included in the FY19 CIP budget. The pavers will be dug up and re-set.

Minute 9. Poster boards – follow up on formal marquis approach: Casey raised the issue that the current poster board program is unwieldy and not aesthetically pleasing. The poster boards look messy and are costly and time consuming to maintain. However, Portland Downtown wants to find a way to honor the arts and culture community that values the availability of free space to promote events and happenings. Jason raised the issue of access to the poster boards if they were ‘under key’ and provided a handout that estimated the cost to replace the poster boards and a list of boards that have been removed and not replaced. The committee agrees that there is a way to strike a balance and asked staff to do more research on possibilities, costs, etc.

Minute 10. Other business: There was no other business.

A motion was made by Phil Haughey and seconded by Sue-Ellen McClain to adjourn. Denine adjourned the meeting at 2:20pm.

Respectfully submitted,
Casey Gilbert, Recorder.