

Portland Main Street Economic Revitalization Committee
Minutes
December 17, 2009, 8:00AM
Cheeky Monkeys Coffeehouse & Bakery

Attendance: Diane Smith, Ed Bishopp, Terry Frewen
Missing: Bernie Pelc, Kory Blastic, Michelle V
Staff: Patrick Reagan

Old Business

Market Analysis: Smith reported that she and Reagan had met and decided to follow the MSHDA style market analysis which is how the Iron Mountain RFP was written. The committee reviewed the proposal and identified final changes to the RFP. Smith will 1) submit a proposal to the Michigan Main Street Center in request of a partial grant for the market analysis, 2) revise the RFP as the committee identified and 3) take the proposed RFP before the Portland Main Street Board for approval.

2010-2011 Work Plan: The committee reviewed the proposed work plan that Smith had drafted. The committee reviewed the document and made changes in the dates and names of those responsible. Smith will revise and send out to the committee as well as submit to the Portland Main Street Board.

Promoting Portland: Bishopp expressed his interest in having a fly-over video of Portland to promote the community on the internet. Smith asked Bishopp to research the expense of the video and report back at a future meeting. Frewen suggested that Bishopp also consider getting a quote from someone that owns an ultra-light. The committee talked about combining the fly-over with a video taken on the ground.

Energy Efficiency Audit: Reagan explained this new program offered by the Michigan Main Street Center. He will collect more information and report back at the next meeting.

MI Historic Preservation Office: Reagan reported that we have the opportunity of hosting a seminar for contractors on historic restoration of windows. He will find our more information and report back at the next meeting.

Volunteer Hours Reported:

1. Ed: 3 hours
2. Diane: 2 hours
3. Terry: 2 hours

Next Two Meetings: Jan 21, Feb 18