



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Thursday, November 16, 2023

TIME: 4:00 PM

LOCATION: This meeting will take place remotely using Zoom.

This meeting will be held remotely pursuant to the Remote Meeting Policy adopted by the Portland Development Corporation and as authorized under 1 M.R.S. 403-B. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be available in the Agenda Center following the meeting.

The Portland Development Corporation Board meeting is not required to take public comment, and this will continue during remote meetings
Meeting will be held via Zoom.

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/84623562904?pwd=SWg5aW5wSkpvVmE4Z0luWWxxdjV4UT09>

Passcode: 823249

Or One tap mobile :

+13092053325,,84623562904#,,, *823249# US

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+1 312 626 6799 US (Chicago)

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+1 305 224 1968 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

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AGENDA

1. President's comments
2. Review and accept Minutes of October 19, 2023 meeting.
 - a. See attached draft meeting Minutes.
3. Review and vote on proposed amendments to the ARPA Microenterprise Grant Program Guidelines.
 - a. See attached Memorandum and proposed redlines to the current guidelines.
4. Review and vote on the tabled application for the ARPA Microenterprise Grant Program in the amount of \$5,000.
 - a. **Note:** Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to review proprietary confidential information associated with this application.
 - a) Rewild Maine, 111 Sheridan Street, #3
5. Review and vote on the following new application received for the ARPA Microenterprise Grant Program in the amount of \$5,000.
 - a. **Note:** Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to review proprietary confidential information associated with this application.
 - a) Still Life Studio, LLC, 222 St. John St., Ste 142

6. Vote to Recommend James Dowd to Execute Letter of Support for the Community Development Block Grant Application.
 - a. See attached Memorandum and backup.
7. Vote to Appoint Gregory P. Watson as Assistant Secretary to the PDC Board.
 - a. See attached Memorandum.
8. Staff verbal update
 - a. Marketing/Outreach
 - b. CDBG Application for funding Business Assistance Grant Program for Job Creation
9. Treasurer's Report - October 2023
 - a. Monthly Administrative Budget Report
 - b. Cash Management Report
 - c. Schedule of Loans Receivable
 - d. Confidential Delinquency Report - **Note:** Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board may go into executive session to discuss/monitor any of the loans listed on the Report.
10. Other Items to be discussed/brought up by Board Directors
11. Next Regular Meeting Date: December 21, 2023