



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Thursday, February 20, 2025

TIME: 4:00 PM

LOCATION: This meeting will take place remotely via Zoom.

Please click the link below to join the webinar.

<https://portlandmaine-gov.zoom.us/j/85229414013?pwd=N2tESU9mMmUzZ000T1F4cVErZTRnQT09>
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Webinar ID: 852 2941 4013

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AGENDA

1. President's comments
2. Review and accept Meeting Minutes of the following dates:
 - a. December 19, 2024
 - b. January 16, 2025.
 - c. January 29, 2025.
3. Review and vote on the following ARPA Microenterprise Grant Applications (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 these applications):
 - a. Calmbrook Residential Care LLC, 75 Bishop St, Suite 19
 - b. Al-shawk LLC, DBA Luxe White Studio, 188 State St, Suite 404
 - c. Pinecoast Painting, 57 Copley Woods Circle
 - d. Lauren Chunias DBA Underdog Candles, 105 St. James Street.
 - e. Tealight Studio, 3 Pleasant Ave, Unit 207
4. Review and vote on request to use up to \$10,000 in Brownfields program income funds for Phase II ESA at 197 Oxford St.
 - a. See attached Memorandum and back up materials to the Board regarding 197 Oxford Street.
5. Review and vote on a recommendation to the City Council regarding TIF-funded Downtown Improvement Loan Guidelines.
 - a. See attached Memorandum
6. Treasurer's Report - January 2025
 - a. Monthly Administrative Budget Report

City of Portland Commissions are not required to take public comment under FOAA and our Ordinance is silent regarding the duties of the Commission. The Commission has the discretion to not allow or allow public comment during its meetings, including the authority to limit the duration of comments. Since the Commission makes recommendations to the City Council, public comment is available at that level.

- b. Cash Management Report
 - c. Schedule of Loans Receivable
 - d. Confidential Delinquency Report; update on loan modifications, if any.
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.
- 7. Staff verbal updates.
 - 8. Other Items to be discussed/brought up by Board Directors.
 - 9. Next Regular Meeting Date: March 20, 2025