



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Thursday, September 3, 2026

TIME: 12:00 PM

LOCATION: This meeting will take place remotely.

Please click below to join the webinar.

<https://portlandmaine-gov.zoom.us/j/85883360174?pwd=gcCQpIZK7dS5Vlpeirx6VphGVLcq3c.1>
Passcode:131579

Phone one-tap:

+16469313860,,85883360174# US

+19292056099,,85883360174# US (New York)

Webinar ID: 858 8336 0174

International numbers available: <https://portlandmaine-gov.zoom.us/j/85883360174?pwd=gcCQpIZK7dS5Vlpeirx6VphGVLcq3c.1>

To submit written public comment on an agenda item, email edd@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Portland Development Corporation meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

AGENDA

1. President's comments
2. Review and accept Minutes of July 16, 2026 meeting
 - a. See attached Draft Meeting Minutes from July 16, 2026
3. Review and vote on a recommendation to the City Council for an Amendment to the Job Creation Grant Program Guidelines.

- a. See attached Memo and redlines to the Guidelines.
- 4. Review on vote on Job Creation Grant Program Applications from:

- a. Handshake Bitters, 52 Alder Street, Suite 5
- b. Oat Mode, 25 Pearl Street
- c. Bub's Home Kitchen, 28 Monument Square
- d. Factory 3, 105 St. James Street
- e. Evergreen Home Performance, 190 Riverside Street

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 five grant applications.

- 5. Review and vote on Amendment to Kaboss Naturals Microenterprise Grant Agreement

- 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 grant amendment.

- 6. Review and vote on Business Continuity Loan request for \$5,000 from Ericka Inacio Aesthetics and Wellness LLC, 306 Warren Ave.

- 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 loan application.

- 7. Treasurer's Report - July 2026

- a. Monthly Administrative Budget
- b. Cash Management Report
- c. Schedule of Loans Receivable
- d. Confidential - Loan 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.

8. Other Items to be discussed/brought up by Board Directors
9. Next Regular Meeting Date: September 17, 2026