



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Thursday, September 17, 2026

TIME: 4:00 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 vote on Job Creation Grant Applications from:
 - a. Casco Bay Cleaning, 999 Forest Avenue
 - b. Arcana, 81 Market Street

- c. Sawyer's Butcher and Deli, 10 Cotton Street
- d. Bad Neighbors, 511 Congress Street
- e. Feast Ephemera, 122 Washington Avenue
- f. Calmbrook, 75 Bishop Street, Suite #19
- g. Polish, 183 Middle Street, Suite #100
- h. Salud, 265 Marginal Way
- i. Waterlily, 26 Milk Street
- j. Wild Card, 252 St. John Street
- k. Top Care, 400 Congress Street, Suite #318
- l. 243 Restaurant, 948 Forest Avenue

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 fifteen grant applications.

3. Annual Meeting of the Board

- a.
 - i. Review of Draft Annual Report for FY2025 and vote to forward it to the Corporator (City Council) as a communication.
 - ii. Vote to set the date for the Annual Meeting of Corporator as October 5, 2026.
 - iii. Election of Officers - President, Treasurer, Secretary.
 - iv. Any other business that may come before the Board.

4. Review and vote on recommendations for PDC Award event nominations.

- a. Backup information to be provided.

5. Discuss and vote to appoint Interim Housing and Economic Development Director Patricia Finnigan as the Assistant Secretary.

- a. See attached Memorandum.

6. Treasurer's Report - September 2026

- 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. Update on Vacant Storefront Initiative
 - a. See attached Memorandum.
 - 8. Staff verbal update
 - 9. Other Items to be discussed/brought up by Board Directors
 - 10. Next Regular Meeting Date: October 15, 2026