PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
December 9, 2019, 3:00 PM
Room 209
389 Congress Street

1. Approval of October 21, 2019, Meeting Minutes.

a. Draft October 21, 2019 Minutes are attached.

2. Financial Update - Produced by Rhonda Girard, Finance, presented by Bill Needelman.

a. An up-to-date financial summary is attached.

3. Portland Fish Exchange Update - Bert Jongerden, PFX, Tom Valleau, PFX President

4. Facilities Update - Phil DiPierro, Project Manager

a. A summary of recent projects is attached.

5. Marine Trade Center, Lots 2 and 3, Request to Renegotiate Land Lease

a. Sam and Greg Davidson, representing the Marine Trade Center, LLC, have provided a letter to the Board requesting an opportunity to open the standing land lease on Lots 2 and 3 of the Portland Fish Pier.

No decision or action is asked of the Board at this time. Staff requests that the Board go into executive session to review the request and provide direction to staff moving forward. Staff expects to work with the Davidsons on a draft lease amendment, or restatement, for Board consideration at the February meeting.

Consistent with Executive Session statute 1 M.R.S.A. 405(6)(C) and (E), the Board may go into executive session to discuss this item.

The letter from Marine Trade Center, LLC, and the existing Lot 2 and 3 lease, as amended, are included in the meeting packet. Draft terms/issues for negotiation proposed by the Marine Trade Center, LLC, will be circulated under confidential cover.

6. Portland Fish Pier Strategic Planning - All

a. The Board is asked to consider options for a strategic planning process for the Fish Pier. This effort is intended to tightly coordinate with the Portland Fish Exchange. The topic of strategic planning for the Fish Pier follows previous discussions by both Boards responding to industry constituent requests.

The following topics will be discussed:
- Charge to the Strategic Planning Process
- Scope of Issues
- Budget for the Process

Staff will use the results of the Board's discussion and feedback from stakeholders at the meeting to draft a scope of services document. The scope document will create the basis for a request for proposals from qualified firms to provide consulting services to draft a strategic plan for the Board's consideration.

The PFX Board has been invited to attend the meeting and to engage in the discussion as a first step in a formal strategic planning process.

Staff requests that the Board open the discussion to tenants, stakeholders, and the public to inform the generation of a planning scope.

A memo, including background information and an outline of topics for discussion, is included in the meeting packet.