



PORTLAND DEVELOPMENT CORPORATION
Board Meeting

DATE: Thursday, November 19, 2020

TIME: 4:00 PM

LOCATION:

Please click the link below to join the webinar:

<https://zoom.us/j/99115141421>

Or iPhone one-tap :

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Webinar ID: 991 1514 1421

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AGENDA

1. President's Comments
 - a. Board Directors whose terms expired 9/30/2020.
2. Review and accept Minutes of September 17, 2020, Board meeting.
 - a. See attached draft Minutes.
3. Review and vote forward FYE2020 PDC Annual Report to the City Council as a communication item.
 - a. See attached Memo and FYE2020 Report.

4. Review and vote to recommend to the City Council Amending the COVID-19 Loan and Grant guidelines to remove the sunset provisions of ending December 31, 2020.

a. See attached Memo from Nelle Hanig and redlined guidelines.

Review and vote on COVID-19 Rapid Response Loan applications. NOTE: See Confidential backup. There will be no public presentation.

5. EXECUTIVE SESSION: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board will go into executive session to discuss proprietary information. After the Executive Session, the Board will vote in public session.

a. Portland Dry Cleaners, Inc.

b. Union Station Wash & Fold

c. Engility Enterprises, LLC

d. Sisters Gourmet Deli

e. House of Languages

6. Review and vote on COVID-19 Re-Apply Microenterprise Grants for \$2,500. NOTE: See Confidential backup. There will be no public presentation. EXECUTIVE SESSION: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board will go into executive session to discuss proprietary information. After the Executive Session, the Board will vote in public session.

a. Makkah Market

b. Fore River Gallery LLC

c. Eddie's Nails

d. Chez Castel LLC

e. Factory 3 LLC

f. Tu Casa

g. TMC Portland LLC

h. Red Sea Restaurant

Review and vote on COVID-19 New Microenterprise Grants. NOTE: See Confidential backup. There will be no public presentation. EXECUTIVE

7. SESSION: Pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119—A, the Board will go into executive session to discuss proprietary information. After the Executive Session, the Board will vote in public session.

- a. Adventure Marketplace - \$2,500
- b. Sun Bakery & Restaurant LLC - \$2,500
- c. Alice Yardley Maine - \$2,500
- d. C Love Cookie Project L3C - \$2,500
- e. Bright Star World Dance - \$5,000
- f. Papa Clo Grocery Store - \$5,000
- g. Beth Clarke - \$5,000
- h. Still Life Studio LLC - \$5,000
- i. Maine Language Connect LLC - \$5,000
- j. Love Lab Studio - \$5,000
- k. Shannon Wong Massage

8. Review and vote on a proposed budget amendment to move \$83,000 in funds from the COVID-19 BAP (Rehire) Grant Program to the COVID-19 Microenterprise Grant Program.

9. Treasurer's Report - October 2020

- a. Monthly Administrative Budget Report
- b. Cash Management Report
- c. Schedule of Loans Receivable
- d. Listing of COVID-19 Loan/Grant Program Applications Approved

SEE Attached Treasurer's Report for the above items.

- e. 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 and/or staff.
 - a. Next regular Board meeting date: December 17, 2020