

Minutes
Portland Development Corporation
Remote Zoom Meeting
Held on February 18, 2021

A remote meeting, via Zoom, of the Portland Development Corporation (PDC) Board of Directors was held at 4:00 p.m. on Thursday, February 18, 2021. Present from the Board were Board President Julie Viola and Directors Tim Agnew, Councilor Tae Chong, Jon Jennings, Steve Lovejoy, Laura Reading, Kierston Van Soest, and Briana Volk. Directors James Dowd, Blaine Grimes, and Jeff Hicklin could not be in attendance. Present from the City staff were Business Programs Manager Nelle Hanig, Office of Economic Opportunity Initiatives Coordinator Angelina Klouthis, Economic Development Director Greg Mitchell, and Senior Executive Assistant Lori Paulette; Associate Corporation Counsel Michael Goldman was present for a portion of the executive session. Also present were loan underwriters David Markovchick and David McLaughlin and Americorps Associate Catherine Flaherty.

Item #1: President's comments.

President Viola thanked outgoing Board Director Tom Dunne for his service on the Board and presented him with an RN Cohen print. Mr. Dunne thanked the President, Board, and staff and noted it was a pleasure serving on the Board and the importance of its work.

President Viola then introduced new Board member Kierston Van Soest and introductions were made.

Item #2: Review and accept Minutes of Board meeting held on January 21, 2021.

President Viola noted that these would be taken up at the following Board meeting.

**Item #3: Review and vote on loan application from Flores Restaurant and Bar –
431 Congress Street - \$38,000.**

Ms. Hanig introduced this application noting the applicant is currently fitting-up the space at 431 Congress Street with plans to open the end of March. This is a second business for the applicant, with its first business at 863 Congress Street offering Latin American take-out food. She then introduced Jennifer Hernandez.

Ms. Hernandez noted that her mother started the business at 863 Congress Street 9 years ago. They recently looked at 431 Congress Street and took over the lease and are now renovating and updating everything, including the oven hood, which is the main reason for this loan application. The renovations will provide for dine-in with bar.

Councilor Chong asked if there were any concerns with the current clientele at 863 Congress Street moving their business to 431 Congress Street.

Ms. Hernandez did not have concerns as the menu will change a little, providing more seafood, and the space is bigger at 431 Congress Street; the other location is a good location for take-out and has no bar. Also, the two locations have different clientele.

Ms. Volk asked about hours of operations, and Ms. Hernandez noted a soft opening for dinner only and closing at 10:00 or 11:00 p.m.; once COVID is done, they would like to remain open to Midnight or 1:00 a.m., serving lunch and dinner.

Mr. Hicklin asked about the lease term, and Ms. Hernandez indicated five years.

President Viola, seeing no further questions, asked for a motion to go into executive session for items 4, 5, 6, and 7 noted below:

**Item #4: Review and vote on loan application from Flores Restaurant and Bar –
431 Congress Street - \$38,000;**

Item #5: Review and vote on COVID-19 Microenterprise Grant applications:

- **Dapper Productions - \$2,500**
- **Innox Entertainment - \$2,500**

Item #6: Review and vote on re-applying COVID-19 Microenterprise Grant applications:

- **Nova House LLC - \$2,500**
- **Kendall Hinckley Massage Therapy - \$2,500**

Item #7: Review and vote on COVID-19 Rapid Response Micro Loan

Applications:

- **Uno 2 3 Day Care LLC - \$10,000**
- **Dos Naciones LLC - \$10,000**
- **ME Academy of Modern Music - \$5,000**
- **Sichuan Kitchen - \$10,000**

Councilor Chong made a motion to go into executive session for Items 4 through 7 listed above pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A to discuss proprietary information for these grant and loan requests. Mr. Agnew seconded the motion and it passed unanimously (8-0) at 4:30 p.m. At approximately 5:00 p.m. the Board came out of executive session.

Flores Restaurant Loan Request - \$38,000

On motion made by Mr. Jennings, seconded by Mr. Lovejoy, the Board voted unanimously (8-0) to approve the loan request on the terms and conditions recommended by staff and underwriter.

Items #5 and #6 above:

On motion made by Councilor Chong, seconded by Mr. Agnew, the Board voted unanimously (8-0) to approve \$2,500 in Micro Enterprise grants each to Dapper Productions LLC, Innox Entertainment, Nova House LLC, and Kendall Hinckley Massage Therapy.

COVID-19 Rapid Response Loan Applications:

Maine Academy of Modern Music - \$5,000

On motion made by Councilor Chong, seconded by Ms. Volk, the Board voted unanimously (8-0) to approve the loan request upon the terms and conditions recommended by staff and underwriter.

Uno 2 3 Day Care LLC - \$10,000

Dos Naciones LLC - \$10,000

Sichuan Kitchen - \$10,000

On motion made by Councilor Chong, seconded by Mr. Agnew, the Board voted unanimously (8-0) to approve the loan requests upon the terms and conditions recommended by staff and underwriter.

On motion made by Councilor Chong, seconded by Mr. Jennings, the Board voted unanimously (8-0) to adjourn at 5:12 p.m.

Respectfully, Lori Paulette