

Minutes
Portland Development Corporation
November 20, 2019

A meeting of the Portland Development Corporation (PDC) Board of Directors was held at 4:00 p.m. on Wednesday, November 20, 2019, in Room 208 of Portland City Hall. Present from the Board was its President Julie Viola and Board Directors Tim Agnew, James Dowd, Tom Dunne, Jeffery Hicklin, and Briana Volk. Board Directors Blaine Grimes, Jon Jennings, Steve Lovejoy, Laura Reading, and Mayor Ethan Strimling could not be present. Present from the City staff were Business Programs Manager Nelle Hanig, Economic Development Director Greg Mitchell, and Senior Executive Assistant Lori Paulette. Grant/loan underwriter David McLaughlin was also present.

Item #1: President's Comments

President Viola noted that she presented the PDC Annual Report as a communication to the City Council for its Annual Meeting of the Corporation on November 4, 2019. The Council thanked the Board and accepted the Report

She also reminded the Board of the December 11 Awards event at Ocean Gateway from 4:30 to 6:30.

Item #2: Review and accept Minutes of the October 17, 2019 meeting.

On motion made by Mr. Dunne, seconded by Mr. Hicklin, the Board voted unanimously to accept the Minutes as published.

Item #3: Review and vote on the following applications for commercial grants from the Business Assistance Program for Job Creation:

- a) Running with Scissors – 250 Anderson Street;**
- b) Cocktail Mary, LLC – 229 Congress Street; and,**
- c) Ada's Pasta, Inc. – 640-642 Congress 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 discuss proprietary information of any of the applications listed above.

President Viola noted that the Board would hear from all applicants first, discuss any questions, and then go into executive session to review proprietary information and then come back out in public session to vote.

Ms. Hanig said that current round of BAP grants has a total of \$200,000 awarded from the City's CDBG program. At the October 17 Board meeting, the Board approved \$90,000 in grants, leaving \$110,000 available. Today's BAP applications total \$50,000, so, if approved, would leave \$60,000. Ms. Hanig anticipated that December's meeting would have additional applications to review.

BAP Request from Running With Scissors

Ms. Hanig said that Running With Scissors (RWS) was founded in 2003 and is located on Anderson Street. Director and owner is Kate Anker, who purchased it from the founder in 2011. RWS's studios, of over 70 dedicated studio work spaces, provide affordable space for artists in diverse media. This for-profit business is adding a gallery and retail store to its facility, and the BAP grant request is for \$10,000 to assist with hiring its first employee – a full-time retail store manager. She then introduced Kate Anker.

Ms. Anker thanked the Board for their reviewing this request, noting RWS has over 75 members primarily consisting of small businesses and start-ups, as well as hundreds of alumni. This expansion will be an educational experience for all and allow for members to sell their products in the new retail space and show them in the new gallery.

Mr. Dunne asked Ms. Anker if she was affiliated with MeCA, as well as the configuration of the space, with President Viola adding public access configuration. Ms. Anker

said she was not affiliated with MeCA and described the configuration, including the separation of workspace from the new retail/gallery space and public access.

Mr. Agnew asked if she was planning an Open House, and Ms. Anker said that she was during the holiday season.

BAP Request from Cocktail Mary

Ms. Hanig said that Cocktail Mary is a startup cocktail lounge that just opened a week ago at 229 Congress Street, serving the Bayside and Eastern Prom neighborhoods. Isaac McDougal is the majority owner and general manager and is seeking a \$20,000 BAP grant to help with working capital as the business gets up to full staffing. The two positions that will qualify for the BAP grant are a full-time prep cook and a full-time service/administrative manager. She then introduced Mr. McDougal.

Mr. McDougal thanked the Board and described the two positions and their work, with each having the ability to grow with the business and stay with it long-term. He would train them in bar techniques and managing. Since opening last week, he is happy with the results thus far.

In response to Mr. Dunne, Mr. McDougal indicated that he first had a soft opening with family and friends, and then opening to the public on November 13th.

BAP Request from Ada's Pasta

Ms. Hanig said that Ada's Pasta is a startup pasta/pizza shop at 640-642 Congress Street with counter seating and retail pasta sold for home preparation, with plans to open December or January. The BAP request is for \$20,000 for use as working capital. Ada's will create about 7 new jobs with at least 2 qualifying for the BAP grant, i.e., full-time line cook and a baker. Ada's

is owned by Jennifer Rockwell and her father Richard Rockwell, and then introduced Ms. Rockwell.

Ms. Rockwell thanked the Board and, as Ms. Hanig indicated, she anticipates hiring 7 employees for this shop, which would be open 7 days a week, 12 hours a day. Ms. Rockwell noted that she and her father also own Ada's Kitchen in Rockland, an Italian restaurant that opened in 2017, and Main Street Markets – also in Rockland, a specialty food market selling artisan foods, local produce, dairy, eggs, and meat, opening in 2015. Ms. Rockwell said that she has purchased a large pasta making machine, and then described her work experience. Ms. Rockwell said that she is looking forward to being part of the local food scene here, and intends to invest in the space as if she owns it for the long term.

President Viola asked about running the businesses in Rockland and prospects for wholesale for the pasta here. Ms. Rockwell said that the Rockland businesses will be run by the managers there. Wholesale may be an option once it is up and running here.

Mr. Dunne asked about retail experience, and Ms. Rockwell said that she had a waffle business so was experienced in retail and getting the product to other stores.

Mr. Agnew asked about retail items to be for sale in Portland. Mr. Rockwell said that in addition to pasta, she anticipates those items that go along with it, i.e., olive oil, cheese, wine, and beer to name a few.

President Viola thanked all for the presentations. The Board would now hear from the loan applicant, after which it will go into executive session to review and discuss proprietary information of the BAP and loan application, and then come out of executive session and vote on the items.

Item #4: Review and vote on loan request from Quinn's Bardega, LLC – 79 Mellen 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 discuss proprietary information of this loan applicant.

Ms. Hanig said that the Board reviewed and approved a loan to Quinn's Bardega (d/b/a Mellen Street Market) at its May 16, 2019 Board meeting for \$50,000, which loan closed on October 2, 2019, and the funds disbursed. Tim Ly, the owner of Quinn's Bardega, is returning to request another loan of \$50,000 to complete renovations at the Market, including the bar section where he will putting in a 10-seat bar serving local beer/wine, etc. She then introduced the Market's Manager Shawn Freeman.

Mr. Freeman thanked the Board for reviewing this request, noting that the Market has had a lot of improvements, and this loan request would assist in taking it to the finish line. He described the renovations that have taken place, as well as the community atmosphere that has been created there, including a couple of computers that children can use for school work; a culinary program; and keeping prices good for the neighborhood.

President Viola asked if the Market is open, and Mr. Freeman indicated that it has been the whole time while undergoing renovations and has seen a steady increase in sales.

Mr. Dowd asked about the timeline to finish the renovations, and Mr. Freeman said that they hoped to have it done in six weeks.

In response to Ms. Volk, Mr. Freeman described the bar separation from the market, with 20-25 seats.

Mr. Agnew asked if \$50,000 is enough to finish the work, and Mr. Freeman said that it would be, particularly since the revenue stream has been on target.

President Viola, noting no further questions, asked for a vote to go into executive session. On motion made by Mr. Dunne, seconded by Mr. Dowd, the Board voted unanimously at approximately 4:50 p.m. to go into executive session pursuant to 1 M.R.S.A. 405(6)(F) and 5 M.R.S.A. 13119-A to review and discuss proprietary information of the BAP applications and the loan application.

At approximately 5:40 p.m., the Board came out of executive session.

BAP Request from Running with Scissors

On motion made by Mr. Dunne, seconded by Mr. Agnew, the Board voted unanimously to approve the \$10,000 BAP grant request as recommended by staff/underwriter.

BAP Request from Cocktail Mary

On motion made by Mr. Dowd, seconded by Ms. Volk, the Board 5-1 (Dunne opposed) to approve the \$20,000 BAP grant request as recommended by staff/underwriter.

BAP Request from Ada's Pasta

On motion made by Mr. Agnew, seconded by Mr. Dunne, the Board voted 5-0-1 (Volk abstained) to approve the \$20,000 BAP grant request as recommended by staff/underwriter.

Loan Request from Quinn's Bardega

On motion made by Mr. Agnew, seconded by Mr. Hicklin, the Board voted unanimously to table this request pending more information.

Item #5: Treasurer's Report/October 2019

President Viola asked if there were any questions/concerns. There being none, a motion was made to Mr. Dunne to accept the Report as presented; Mr. Dowd seconded the motion and it passed unanimously.

On motion made made by Mr. Agnew, seconded by Mr. Hicklin, the Board voted unanimously to adjourn the meeting at approximately 6:00 p.m.

Respectfully, Lori Paulette