



ECONOMIC DEVELOPMENT COMMITTEE

DATE: March 22, 2016 (Tuesday)
TIME: 5:00 – 7:00 p.m.
LOCATION: State of Maine Room
Portland City Hall

A G E N D A

1. **Review and accept Minutes of previous meeting held on February 23, 2016.**
2. **Brief Overview of Portland Development Corporation, partner in the Portland Economic Development Plan (5:00 to 5:15 pm).**
 - a) Barry Sheff, President of the Portland Development Corporation Board of Directors (PDC), will provide an overview of the PDC. (See enclosed FYE2015 Report to the City Council for background.)
3. **Presentation and Public Hearing on Office for New American Mainers (5:15 to 6:50 p.m.) – to assist with job opportunities and business development.**
4. **Review of Updated Economic Development Committee Work Plan for discussion (6:50 pm).**
 - a) See enclosed updated Work Plan.

Public Comment will be accepted on action items.

Next Meeting: Possible additional meeting for April 5, 2016
Regularly Scheduled meeting on April 26, 2016

Councilor David Brenerman, Chair

Minutes

Economic Development Committee

February 23, 2016

A meeting of the Economic Development Committee of the Portland City Council was held Tuesday, February 23, 2016 at 5:00 p.m. in Room 209 of Portland City Hall. Present from the Committee was its Chair Councilor David Brenerman and member Councilor Spencer Thibodeau; Committee member Councilor Justin Costa could not be present. Mayor Ethan Stirling also joined the meeting. Present from the City staff were City Manager Jon Jennings, Associate Corporation Counsel Adam Lee, Economic Development Director Greg Mitchell, Waterfront Coordinator William Needelman, and Senior Executive Assistant Lori Paulette.

Item #1: Review and accept Minutes of previous meeting held on February 11, 2016.

On motion made and seconded, the Committee voted unanimously to accept the Minutes as presented.

Item #2: Brief Overview of Portland Downtown, partner in the Portland Economic Development Plan

Mr. Mitchell introduced Casey Gilbert, Executive Director of Portland Downtown, as well as noted that he was on its Board of Directors as the City Manager's designee. Portland Downtown is a partner in the Plan, and it also has a financial relationship with the City through municipal assessment of property owners within the Portland Downtown district.

Ms. Gilbert thanked Mr. Mitchell and the Committee for the opportunity to update it on Portland Downtown (PD). Its name was recently changed from Portland's

Downtown District to Portland Downtown, with a new logo and new website. It has been in existence since 1992 and she appreciated the City's partnership, both financially and with programs. She meets regularly with the City's Public Works Director on programs of services. Ms. Casey then described the make-up of PD's Board of Directors, the \$850K annual budget, and executing its 5-year strategic plan, which was in place before she was hired in August 2015. It is a good plan and is moving forward four key initiatives: Vitality, Experience, Growth, and Advocacy.

Ms. Casey also noted a few current projects, including student projects with USM to design walking tours for the summer guide program, as well as a graduate class looking at the cost-benefit analysis of an expanded area for PD. PD is also looking into parking and transportation, as well as noise/sound in the Downtown and will provide its recommendations to the City. Lastly, a new monthly e-newsletter has been created and weekly e-campaign "What's Up Downtown".

Councilor Thibodeau asked about the chief complaint she hears about, and Ms. Gilbert said that she finds complaints seasonal. In the Winter it's about snow removal – which leveled after the first snowstorm due to City operations – and, as it gets warmer, the chief complaints are transients and panhandling – and PD works with the Milestone Foundation regarding this. Other complaints include cigarette butts and issues with trees.

Councilor Thibodeau asked about any complaints with outdoor dining on sidewalks, and Ms. Gilbert has heard some complaints because of the size of the some sidewalks and crowding. She also said that outdoor seating adds to the vibrancy of the downtown and would encourage the City to find a win/win so that this continues.

Chair Brenerman asked about her greatest challenge, and Ms. Gilbert indicated that to be working with all the diverse constituencies she has and navigating their needs. Another challenge is fund-raising.

Chair Brenerman asked what she thought about potentially closing Exchange Street for the Summer or just on weekends, noting that this may well be opposed. Ms. Gilbert said that she would need to check with the merchants and how they feel about it, noting that loss of parking may be one issue.

Mayor Strimling said that Denver, CO closed one of its major streets – that model could be looked at.

Chair Brenerman, noting no further comments/questions, thanked Ms. Gilbert for the presentation.

Item #3: Review and vote to recommend to City Council – Amendment to Portland City Code Chapter 15 Licensing and Permits and Chapter 30 Vehicles for Hire Re: Tour Operating Licensing

Mr. Lee addressed the Committee noting that additional proposed amendments include clarified definition on “tour company” to exclude those that provide tours which are pre-paid and pre-arranged with a charter group or cruise line, as well as changing the date for acquiring a license by March 31 to April 30, given that that proposed Ordinance Amendment could go on the Council Agenda for a first reading March 7, and second reading/public hearing/vote on March 22, and March 31 would be too aggressive to obtain a license.

Chair Brenerman asked if there was any public comment.

Twain Braden, representing Portland Discovery, first noted that he lives on Peaks Island and finds Commercial Street and sidewalks very congested during the Summer season and a public safety hazard as it is difficult to walk on the sidewalk. He generally supported the amendments, but had concerns with Section 30-104 “Solicitation of Business”.

Keith Nuki, of Portland Fire Truck Co., noted that he was fine with all the amendments.

Bill Frappier of Portland Discovery said that fair competition is fine, but this is a congestion issue. The amendments open up more opportunities for tour operators, so any improvements for congestion would be helpful.

Jason Briggs, of VIP Tours, appreciated the proposed clarity for definition of “Tour Company” to exclude those who provide tours that are pre-paid and pre-arranged, and hopes that this will work out and appreciates all tour businesses.

Ms. _____, with Keith Nuki, noted that street artists crowd the sidewalks during the Summer. Regarding Portland Fire Truck Co., this is one vehicle, which has been operation for 13 years.

Chair Brenerman, noting no further public comments, closed the public comment session.

Councilor Thibodeau asked Mr. Briggs what his concern was if his business was included, and Mr. Briggs noted that it was the cost of licensing per bus, per operator, as well as inspections as his busses have many levels of inspections required.

Chair Brenerman asked if street artists were allowed to make loud noises, and Mr. Lee noted that there are provisions in the Ordinance that prevent street artists from jeopardizing the public safety or otherwise inconveniencing the public.

Chair Brenerman asked if a buffer zone was constitutional, and Mr. Lee said that if it were narrowly tailored to separate an isolated presently existing public safety risk which could not be resolved with full enforcement of less restrictive regulations, without impinging upon more speech than necessary, then yes. But the question for the Committee was whether such a public safety risk existed here that could not be resolved by the remainder of the regulations in the Ordinance and other traffic safety regulations.

Mr. Jennings said that he fully supports amendment language as presented.

A motion was made and seconded to forward the proposed amendments to the City Council for approval. An amendment to the motion included Mr. Lee's most recent recommended amendments to clarify the definition of "tour operator" deleting the second "for purpose of this Article and" and changing the date to acquire a license from March 31 to April 30th. Motion was then made and seconded, voted unanimously to accept the amendment to the main motion. A vote was then taken on the main motion and it passed unanimously.

Councilor Thibodeau asked Mr. Mitchell if he could look at other best practices of cities that perhaps have a central public space for tour operators, and Mr. Mitchell said that he would look into that. Mr. Jennings added that the City is currently looking at this area of Commercial Street for different options to increase traffic flow.

Chair Brenerman noted that the public could speak again on this tour bus licensing on March 22 at the City Council's public hearing for the item.

Item 4: Review of updated Economic Development Committee Work Plan for discussion.

Mr. Mitchell said that items have been added per the Committee's guidance at its last meeting, including outdoor dining seating and the additional economic development items at the City Council goal setting session.

The Committee discussed the item "Office for New American Mainers" and consensus was to have this on the 3/22 Agenda, along with the Portland Ocean Terminal item. The Committee also noted that April may have an additional meeting, with the regular meeting being on April 26th.

Chair Brenerman thanked Mr. Mitchell for the updated work plan.

Item #5: Executive Session: General policy guidance regarding possible sale or lease of City-owned Thames Street property.

On motion made and seconded, the Committee voted unanimously at approximately 6:10 p.m. to go into executive session pursuant to 1 M.R.S.A. 405(6)(C) to provide City staff general policy guidance regarding possible sale or lease of City-owned Thames Street property. At approximately 6:50 p.m., the Committee came out of executive session and the meeting was then adjourned.

Respectfully,

Lori Paulette



Portland Development Corporation

Board of Directors

Fiscal Year End 2015 Annual Report

The Economic Development Department provides the primary staff support to the Portland Development Corporation (PDC) with legal assistance from Corporation Counsel. The Economic Development Department is responsible for marketing and administration of the PDC's Commercial Loan and Grant Programs and marketing City-owned real estate to attract private sector investment.

The PDC Board of Directors met nine times over the course of the fiscal year, not including its Annual Awards Reception held on November 20, 2014 – detailed further below. It is noted that the PDC invested over \$850,000 in FY15 to 25 businesses and economic development projects, which leveraged over \$3.7 Million in private sector funds associated with creating 53 jobs and retaining 55 jobs.

FY14 and FY15 Loan and Grant Activity Totals:

	FY14	FY15
No. of Loans Made	7	8
Total Amt. of Funds Lent	\$814,289	\$607,033
Total Private Investment Leveraged	\$48,505,172	\$3,467,095
Jobs Created	65	40
Jobs Retained	13	55
No. Dev. Action Grants	3	1
Total Amt. of Grants	\$75,000	\$10,650
No. Business Assistance Grants for Job Creation	5	8
Total Amt. of Grants	52,200	\$140,000
Jobs Created	6	13
No. Portland Econ. Dev. Plan Implementation Grants	3	8
Total Amt. of Grants	\$43,309	\$98,820
PDC Total Investment	\$984,798	\$856,503

PDC Fiscal Year 2015 Loan and Grant Detailed Activity

FY15 Loans Closed

FY15 was a year in which the PDC loan portfolio grew with eight loans closed for a total of \$607,033. The PDC's loans invested in eight Portland businesses, thereby retaining 55 jobs and associated with 40 new jobs. In addition, these loans leveraged over \$3.4 Million in private commercial investment. Types of businesses provided loan assistance included education/daycare, restaurants, seafood supplier for the restaurant industry, bakery, window treatments installation, spa, and a brownfield loan for environmental remediation.

During the past six years, FY10 through FY15, the PDC has extended 41 loans for a total of over \$3 Million, while leveraging \$59.3 Million in private investment and creating and retaining over 432 jobs.

PDC Loan Portfolio

For the first time in PDC history, its outstanding loan portfolio exceeds the \$2 Million mark. At the end of FY15, the PDC has 32 loans outstanding. This loan portfolio includes \$2.5 Million in PDC loan funds which leverages \$61.7 Million in private investment in Portland, for a private to public fund leverage of \$24 of private funds to each dollar of public funds. These loans also retained 171 jobs and created 228 jobs, and include a diverse mix of PDC investments in businesses noted above, as well as food manufacturers, biofuel, fitness, retail, and service.

As a result of a successful grant application, beginning in 2012 funds from the U.S. Treasury's State Small Business Credit Initiative (SSBCI) became available to the City as a lending source. Through FY2015, the PDC has utilized \$730,000 in SSBCI funds for loans to Portland businesses. When the SSBCI Program expires in early 2017, all of those funds, once paid off by the borrowers, will become the City's, expanding the PDC loan pool by what will likely be over \$1 million.

PDC Lending History

Since its inception, the PDC has made 144 loans to diverse businesses including manufacturing (e.g., breweries and biosciences), restaurants, retail, and service, among others. The following table provides an overall view of the activities:

Total Amounts of Funds Lent:	\$8,843,035
Leveraged Amount of Private Financing:	\$104,959,701
Jobs Retained:	1,240
Jobs Created:	752
14 Loans Defaulted*	\$477,534

*Default amount of \$477,534 is 5.4% of total amount of funds lent.

Portland Economic Development Plan Implementation Program (PEDPIP) Grant Fund

The PEDPIP Grant Fund was created during FY12 to provide grant funds to invest in economic development projects and programs that carry out Portland's Economic Development Vision and Plan ("Plan"). Grants must be matched by an equal or greater dollar amount from funding sources other than the PDC.

The PEDPIP grants fund planning studies and other "soft" costs associated with economic development projects and programs that advance the initiatives spelled out in the Plan. PEDPIP does not invest in "hard" costs for public infrastructure or private development projects. Its focus is on expenditures for economic development projects and programs.

The PEDPIP program was capitalized by PDC funds in the amount of \$250,000 in FY12. The maximum grant amount was originally \$75,000. During FY2015, the PDC Board recommended to the City Council, and the City Council approved, amending the maximum grant amount to \$15,000, and establishing a yearly cap at the beginning of each fiscal year at 10% of available/uncommitted, unrestricted funds beginning with FY16.

Since its inception through FY15, the PDC Board approved grants in the total amount of \$329,713, as follows:

Portland Community Chamber for Growing Portland Initiative
Creative Portland for the following projects:

- Branding Portland
- LiveWork Website Update
- Creative Economy Metrics
- Artspace Survey
- Creative Map and Guide
- Creative Space (inventory, web-based clearing house, resource guides)
- UNESCO Creative Cities Application
- Work in Place Summit

Portland Performing Arts Festival

Portland Community Chamber for Scorecard Updates (2014; 2015)

City of Portland staff to participate in the Maine International Trade Center
Mission to Iceland and UK

Portland Community Chamber for Startup and Create Week (2014; 2015)

World Affairs Council for its Celebrate Immigration Initiative

City of Portland/Portland Community Chamber – Industry Sector Research
Conducted by the Maine Center for Business and Economic Research

City of Portland – Greater Portland Economic Development Corporation
(GPEDC) - Maine International Trade Center/Invest in Maine Program

Business Assistance Grant Program for Job Creation

The Business Assistance Program for Job Creation offers grants to new and expanding Portland businesses for projects that result in the creation of permanent net new jobs for low/moderate income Portland residents. A private match is required in an amount that is at least equal to the grant requested. The maximum grant amount request per recipient is \$20,000. For every \$10,000 of grant funds, one full-time permanent job must be created.

This program was originally capitalized with \$100,000 from Community Development Block Grant (CDBG) funds and launched in May 2012. It was re-capitalized by the CDBG program in FY14 and FY16 with an additional \$100,000 each of those years.

During FY15, eight grants were approved for a total amount of \$140,000. Grants approved since the Program's inception through FY15 total \$192,200 to thirteen recipients, resulting in the creation of 19 full-time jobs within one year of receiving the grant award, with more to come.

PDC Annual Awards Program

At the 19th Annual Awards Reception on November 20, 2014, the PDC provided awards for Small Business of the Year, Business of the Year, and an Economic Achievement Award – as follows:

- The ***Small Business of the Year*** award was given to **Rising Tide Brewing Company**

Rising Tide Brewing Company is a family-owned craft brewery that was founded in 2010 with a tiny one-barrel brewing system in a small garage off Riverside Street. In 2012, the company relocated to Portland's East Bayside neighborhood where they completed a dramatic expansion with the installation of a custom-built fifteen barrel brewhouse. Since then, Rising Tide more than tripled its production capacity with the addition of five locally fabricated fermenters and grown to a staff of 15, with expectations of 18 employees by the end of 2015. Yet again, the company is in the midst of yet another major expansion, with new packaging machinery, more new fermentation tanks and a much larger tasting room to be built this Fall.

Owned by Portland natives Nathan and Heather Sanborn, Rising Tide specializes in artisanal, hand-crafted ales brewed in small batches. Nathan is the brewer, fascinated by the science and art of beer-making. Prior to launching the company, he spent more than a dozen years teaching himself about brewing, experimenting

with creative recipes on his home-brewing system, and serving up his beer for feedback from friends and family.

Rising Tide's beers are available in bottles and on draft in their tasting room at 103 Fox Street and at select locations in Maine, Massachusetts, New Hampshire, and Vermont. The tasting room has become a community hub, attracting locals as well as tourists. The brewery regularly partners with other local artisans, including cheese, soap, chocolate, and jam makers, as well as several local non-profits such as the Maine Island Trail Association and the Good Shepherd Food Bank.

- The ***Business of the Year*** award was given to ***Apothecary By Design***.

Apothecary by Design was established in 2008. ABD was a pioneer to locate in the Intermed building in November 2008. This pharmacy includes five distinct components – retail, compounding (the use of pure, active ingredients to create an individualized medication for a patient), and specialty pharmacies, as well as nutraceuticals/supplements, and a coffee shop. In 2012, ABD needed additional space to accommodate its growth, and, therefore, expanded into 141 Preble Street – moving its specialty pharmacy unit, sterile compounding, and administration to the new space. This move created an additional six jobs at the time.

ABD is dedicated to individualized patient care with cutting-edge pharmacology. “Our pharmacy care approach goes well beyond simply filling prescriptions and handing them to customers,” said Tom Madden, R.Ph., ABD principal and 25-year veteran of the pharmacy industry. “We are committed to delivering not only expert pharmacy services, but also one-on-one nutritional guidance, nutraceutical, and supplement advice, and wellness programs that can improve the patient’s overall health and quality of life.” ABD provides intensive case management services to patients suffering from complex medical conditions such as HIV/AIDS, Hepatitis C, MS, and Infertility. Since opening in November 2008, it has served more than 45,000 patients, growing from 12 employees to more than 75.

- The ***Economic Development Achievement*** award was given to ***J. B. Brown & Sons***

J.B. Brown & Sons was founded in 1828 by the legendary entrepreneur John Bundy Brown. This 19th century entrepreneur had interests in manufacturing, food retailing, hotels, substantial land holdings and properties in all sectors of the Portland real estate market, eventually developing much of Congress Street, the Waterfront, and the West End. During the past 30 years, J.B. Brown has gradually converted its original holdings to different uses to support the changing dynamic of Portland.

Today, J.B. Brown & Sons remains one of the largest property owners in Portland, as it has for the past 125 years. Its properties in Portland include a mix

of office, industrial, and hospitality, along with developable land. The Company's most recent Portland investment includes the 131-room Courtyard by Marriott with 14 penthouse condominiums and 7,000 square foot Tiqa restaurant at 321 Commercial Street — all together a \$22.5 Million investment.

Mr. Brown's successors form an unbroken chain that has developed and managed commercial and industrial properties according to his principles for 174 years. J.B. Brown began as a family-owned company and remains privately held, with a large percentage of its ownership retained by descendants of its founder, now reaching the 6th generation. The company today is characterized by its stable ownership, its conservative long-term outlook, and its commitment to quality urban development principles.

Summary

The PDC looks forward to continuing to assist with attracting investment in Portland area businesses. With grant programs, its loan portfolio growing, and loan funds available to invest, the PDC would like to thank the City Council for its continued support.

PDC Board of Directors: Mayor Michael Brennan
Barry Sheff, President
Drew Swenson, Treasurer
Jere Shaw, Secretary
Tim Agnew
Shelley Carvel
Neil Kiely
Jess Knox
Dennis Martin
Mark Rees, City Manager/Sheila Hill-Christian, Acting
City Manager
Heather Sanborn

PDC Staff: Greg Mitchell, Economic Development Director
Nelle Hanig, Business Programs Manager
Lori Paulette, Senior Executive Assistant
Michael Goldman, Associate Corporation Counsel

PORTLAND DEVELOPMENT CORPORATION
Balance Sheet
June 30, 2015

(Preliminary and Subject to Audit)

ASSETS

Assets

Cash		1,756,022
Loans receivable	2,166,819	
Allowance for uncollectable loans	(325,022)	1,841,797

Total Assets

\$ 3,597,819
=====

LIABILITIES

Liabilities

Accounts payable		36,627
------------------	--	--------

Total Liabilities

\$ 36,627

Fund Equity

Reserved:		
for Loans Rec.		1,841,797

Reserved:		
for Economic Development Fund	270	103,261
for Unrestricted UDAG	271	702,330
for Restricted CIP	272	128,030
for Unrestricted CIP	274	84,478
for FAME	277	143,918
for EPA Revolving Loan Fund	278	309,595
for FAME SSBCI	279	247,783

Total Fund Equity

\$ 3,561,192

Total Liabilities and Fund Equity

\$ 3,597,819
=====

Downtown Portland Corporation
Statement of Revenues, Expenditures,
and Changes in Fund Balance
For the Year Ended
June 30, 2015

(Preliminary and Subject to Audit)

Revenues/Financing Sources

Interest payments on loans	89,073
Interest Income	5,734
Application Fees	5,070

Total Revenues	99,877
----------------	--------

Expenditures

Admin. expense - FAME	9,660
Contributions	75,077
Consulting	4,055
Transfers out	24,377
Bad Debt Expense	47,853
Remaining Nova Star	33,128

Total Expenditures	194,150
--------------------	---------

Excess (deficiency) of revenues over expenditures	(94,273)
--	----------

Fund Balance, June 30, 2014, restated	3,655,465
---------------------------------------	-----------

Fund Balance, June 30, 2015	3,561,192
	=====

**Portland Development Corporation
Operating Fund**

Budget vs Actual
For Year Ended
June 30, 2015
(Preliminary and Subject to Audit)

	FY15				FY14		
	Budget	Actual	%		Budget	Actual	%
Portland Development Corporation	-----	-----	---		-----	-----	---
Revenues:							
Transfers in from Ec. Dev. Fund	28,522	24,377			28,522	24,899	
					-----	-----	
Total Revenues	28,522	24,377			28,522	24,899	
Expenditures							
Admin Services	575	301	52%		575	237	41%
Contractual Services	20,147	17,592	87%		19,897	18,498	93%
Postage/Supplies	300	52	17%		300	37	12%
Travel, Training	3,900	3,494	90%		3,000	2,547	85%
Advertising	2,000	1,479	74%		2,000	1,831	92%
Printing & Binding	650	643	99%		650	473	73%
Office Supplies	850	816	96%		850	385	45%
Auto Expense	100	0	0%		100	0	0%
Minor Equipment	0	0	0%		1,150	890	77%
Total Expenditures	28,522	24,377	85%		28,522	24,899	87%



Economic Development Department
Gregory A. Mitchell, Director

TO: Economic Development Committee

FROM: Greg Mitchell, Economic Development Director

DATE: March 17, 2016

SUBJECT: Updated 2016 Economic Development Committee Work Plan

This memorandum continues to remind the EDC of the 2016 EDC Work Plan as may be amended in the future.

City Permitting and Inspection System Improvements (2016 Mayor and City Council Goal)
Create a more efficient permitting process with specifics; computer tracking.

Next Steps. On March 7th, the City Council voted to approve the City Manager's recommendations to create a new department to improve permitting and inspection efficiencies. Amendments related to permit fees to support the new department were referred to the Planning Board and will be presented to the City Council for action at the March 21st City Council meeting.

Office for New American Mainers (2016 Mayor and City Council Goal)

Create an office for new Americans to assist with job opportunities and business development

Next Steps. The EDC scheduled a public hearing, on March 22nd, to receive community input on establishing this new office.

Broadband Access (2016 Mayor and City Council Goal). High speed infrastructure; broad band

Next Steps. Staff is targeting the April 26th EDC meeting to provide a presentation for discussion and direction.

Portland Ocean Terminal (2016 Mayor and City Council Goal)

Establish direction on the future of the Portland Ocean Terminal. With as much as 70,000 square feet of vacant space, the Portland Ocean Terminal on the Maine State Pier needs a plan for investment and optimized utilization. Existing uses, including City cruise ship port of call support, Portland Tugboat, and Ready Seafood, provide a solid basis for growth; however, the building's age, condition, and lack of supporting infrastructure (parking loading, sidewalks ...) severely limit the potential reuse of the building as currently configured.

Next Steps. Staff is targeting an April 5 Special EDC Meeting to provide the EDC a presentation for discussion and direction. The staff presentation will include a summary of past history and a

recommended approach to achieve consensus on policy direction related to the Maine State Pier Portland Ocean Terminal for short-term, interim and long-term uses, including consideration of establishing an innovation center.

Portland Economic Development Plan

It is staff's position that the City Economic Development Plan, adopted by the City Council in the fall of 2011, remains sound. However, the 2016/2017 Work Plan needs to be prepared.

Next Steps. Greg Mitchell is convening a meeting, on March 17th, with all Plan key stakeholders (Convention and Visitor Bureau; Portland Community Chamber of Commerce; Creative Portland; Portland's Downtown; and, Portland Development Corporation) to prepare a 2016/2017 Draft ED Plan Work Plan for future EDC review and discussion.

It is noted that the EDC directed staff to invite Portland Economic Development Plan stakeholders to provide brief presentations at future EDC meetings. Past and future presentations include:

Jennifer Hutchins, Creative Portland Executive Director presented on February 11th.
Casey Gilbert, Portland Downtown District Executive Director presented on February 23rd.
Barry Sheff, Portland Development Corporation President is scheduled to present on March 22nd.
Remaining presenters from the Portland Community Chamber and Convention and Visitor Bureau are in the process of being scheduled.

It is noted that the City of Portland participates in the ***Greater Portland Economic Development Corporation*** (GPEDC) which was established to support regional (Portland, South Portland, Westbrook, Scarborough, Falmouth and Cape Elizabeth) economic prosperity. The GPEDC's current focus is on an international business development program.

City Owned and Tax Acquired Property Disposition

Next Steps. The City Council received a workshop on February 8th to present proposed amendments to receive direction from the City Council. This workshop was followed by the February 11th EDC meeting for Committee discussion and vote to recommend to the City Council. The EDC voted unanimously to recommend the City Council adopt to the proposed amendments to the Rules as modified. City Council first reading for this item is scheduled for March 21st followed by a second reading and vote of the City Council on April 4th.

Lease of City Properties

Leasing City owned properties requires City Council approval. Policy discussion regarding the leasing of City owned properties needs to be discussed. Examples of commercial leases requiring EDC (in the form of a recommendation to the City Council) and City Council action include:

Ocean Gateway to support a new ferry operator lease.

Portland Ocean Terminal tenant leases including Ready Seafood Companies. It is noted that the Portland Ocean Terminal is a separate goal in this work plan.

Spring Street Parking Garage Commercial tenant leases including the Pirates (existing tenant) and 1,110 square feet of vacant commercial space which is being marketed. A commercial lease for a new tenant will be presented to the EDC at one of the two February EDC meetings.

Next Steps include presenting commercial leases to the EDC when ready.

Eastern Waterfront Public Infrastructure Investment

Investing in public infrastructure is an important municipal government responsibility to attract private sector investment. Locations which require public infrastructure planning include both implementation of existing policies and creating new policy direction for investment:

Implementing Existing Policy:

Private Development Integration. The Economic Development Department is leading a Planning, Public Works, and Parks & Recreation Departments discussion to plan road and utility extensions in Portland's Eastern Waterfront planning district facilitating planned and future development consistent with the Eastern Waterfront Master Plan (EWMP.)

Next Steps. Staff will work with consultants to develop sketch level designs for public infrastructure for presentation to the EDC as the basis for planning and negotiations with private development interests.

Amethyst Lot Open Space Development. Implementing recommendations from the EWMP and conditions of approval from Ocean Gateway, define program and design elements for signature waterfront open space promoting recreation and active use of the water in a park-like setting.

Next Steps. Pending approval of funds recommended in the City Manager's budget, present a planning and public process scope to the EDC for advisement moving forward.

Establishing New Policy Direction:

Ocean Gateway to discuss reconfiguration of the "queuing area" located behind the fence to free up property for more diversified marine activity, support for the Portland Ocean Terminal, and expanded access to the water for commercial and public uses.

Possible new Pier development between Ocean Gateway and the Maine State Pier to support increased commercial use of the waterfront and support for the marine passenger industry.

Portland Ocean Terminal. Evaluate supporting infrastructure to attract increased commercial and marine tenant use of available 25,000 +/- square feet of vacant second floor office space and 70,000 square feet of vacant ground floor marine industrial space. It is noted that this is a separate Mayor and City Council Goal and tightly aligned with potential Ocean Gateway queuing area changes contemplated below.

Next Steps. See above

Portland Transportation Center (PTC)

In partnership with the MDOT, NNEPRA, and private sector property owners work to develop an expanded intermodal passenger station in the Thompson Point area.

Next Steps. Staff to work with transportation agency and private partners to establish timeline and work plan for PTC improvements. Present briefing to the EDC when completed.

Tax Increment Financing Districts

Annually the Economic Development Department issues a city Fiscal Year Report related to Portland TIF District activity. This report is available on the City web page at:

<http://www.portlandmaine.gov/529/Tax-Increment-Financing>

One recommended TIF District to discuss, in 2016, to receive direction for possible geographic expansion is the Waterfront TIF District. The area to consider including in the Waterfront TIF District is East and West Commercial property expansion opportunities due to planned private sector investment projects and supporting public infrastructure needs.

Next Steps presenting any private TIF District request to the EDC for direction along with revisiting the Waterfront TIF District boundaries for possible expansion.

Outdoor Seating for Food Service Establishments

Review current permitting process/ordinance and any barriers, particularly for older buildings.

Other Unanticipated Matters

One recent example includes tour operating licensing referred by the City Council. Other unanticipated matters are expected to be added to the EDC Work Plan.

Other Economic Development Items Discussed in the Mayor and City Council City Goal Setting Session include:

- Research best practices;
- Look in neighborhoods to encourage restaurants in mixed use buildings;
- Rewrite the economic development plan with stakeholders and regional view;
- Stream line process for tax exempt property;
- Set up a city mechanism to attract festivals and events;
- Incentives for business clusters;
- Look at zoning in relationship to business development (example: East Bayside);
- Bring consistency to the approval process (Planning Board and Council);
- What do we need to be prepared for a downturn in the economy;
- Work with community on workforce development; CDBG;
- Extend sidewalk for restaurants;
- Review business and industrial development off peninsula and encourage more; and
- Deal with TIF review policy; how can they result in higher wages.