



Gregory A. Mitchell  
Director, Economic Development Department

**PORTLAND DEVELOPMENT CORPORATION**  
**Board Meeting**

**DATE:** February 15, 2018

**TIME:** 4:00 p.m.

**LOCATION:** Room 209, 2<sup>nd</sup> Floor  
Portland City Hall

**A G E N D A**

1. President's comments
2. Review and accept Minutes of January 25, 2018, meeting.
3. Review and vote on loan application from Beauty Mark, at 250 Commercial 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 regarding this loan application.

4. Treasurer's Report – January 2018 – Jed Harris
  - a) Monthly Administrative Budget Report
  - b) Cash Management Report
  - c) Schedule of Loans Receivable
  - d) Listing of Grants approved through the BAP Program and PEDPIP for FY2017 and 2018
  - 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.
5. Appointment of Board Treasurer
6. Other items to be discussed/brought up by Board Directors.
7. Next Meeting Date: March 15, 2018.

Tim Agnew/Board President

## Minutes

### Portland Development Corporation

January 25, 2018

A meeting of the Board of Directors of the Portland Development Corporation was held on Thursday, January 25, 2018 at 4:00 p.m. in Room 209 of Portland City Hall. Present from the Board were Board President Tim Agnew, and Directors Jed Harris, Chip Martin, Ovid Santoro, Barry Sheff, Mayor Ethan Strimling, and Matthew Veith. Directors Shelley Carvel, Tom Dunne, Jon Jennings, and Heather Sanborn could not be present. Present from the City staff were Associate Corporation Counsel Michael Goldman, Business Programs Manager Nelle Hanig, Economic Development Director Greg Mitchell, and Senior Executive Assistant Lori Paulette. Also present was loan/grant underwriter David McLaughlin.

#### **Item #1: President's Comments**

President Agnew said that the City Clerk received 11 applications for the vacant PDC Board seat. The Council's Nominations Committee will be meeting January 29 to interview for the vacancy.

President Agnew then introduced new loan underwriter David McLaughlin, who he has had the pleasure to work with before while at FAME; introductions were then made.

#### **Item #2: Review and accept Minutes of the December 21, 2017 meeting.**

On motion made and seconded, the Board voted 6-0-1 (Santoro abstained) to accept the Minutes as published.

**Item #3: Review and vote on application from Children's Museum and Theater of Maine (CMTM) for loan and grant funds for Brownfields remediation at 1 Thompson's Point, site of future facility.**

**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 regarding this loan application.**

Ms. Hanig introduced the item noting the CMTM recently purchased a 1.12 acre property, a gravel lot known as Lot 7, on Thompson's Point in order to construct a 3-story, 29,000 sq. ft. building with outdoor play area. The project has already received Level III Site Plan Approval from the City. For this \$14 Million project, CMTM seeks a PDC Brownfield Grant of \$170,000 and a loan of up to \$455,000 for Brownfield remediation/cleanup, noting that the total estimated cost of the environmental clean-up is \$750,000.

After staff review and based on the PDC's available funds, Ms. Hanig said that staff proposes a \$170,000 Brownfield Grant, and a \$290,000 loan to CMTM - \$145,000 loan from closed out Brownfield funds and a \$145,000 loan from the SSBCI fund. She also noted that CMTM has indicated it has \$290,000 in cash to cover the remaining cost of cleanup.

Ms. Hanig closed saying the EPA has approved all CMTM's proposed cleanup expenses as eligible activities for Brownfields funding, and introduced Jim Marcisso, Executive Director of CMTM.

Mr. Sheff asked if Woodard and Curran was working on this project, and since Ms. Hanig indicated that it was not, Mr. Sheff said that he did not have a conflict of interest.

President Agnew said that Gorham Savings Bank is a lender, and he is on its Community Advisory Board but did not have any financial connection so did not feel he had a conflict of interest.

Mr. Harris indicated that he was on the CMTM's site selection committee 2010 to 2013 and has not been involved since so he did not feel he had any conflict of interest.

Mr. Marcisso thanked the Board, noting that he is leading the construction project

for the new location which he expects to take 1.5 years to complete. Since 2008, he has and continues to serve on the CMTM's Board of Directors. Mr. Marcisso said that the Children's Museum has been in existence since the late 1970's, noting in the early 90's it moved from Stevens Avenue to where it is now at 142 Free Street in the former Chamber of Commerce building. It merged with the Children's Theatre of Maine in 2008 and has been growing continuously and began looking for a site that could accommodate growth and expansion. With 120,000 visit per year, they are bursting at the seams.

Mr. Marcisso continued saying that Thompson's Point (TP) became an option for relocation/expansion and CMTM has been working with the TP representatives for the past five years. A 30,000 sq. ft. building has been designed, with a 120-seat theater totally for children. They will have expanded STEM offerings and will expand the age range from toddlers to 8 up to young teens. They are one-third into capital campaign for fund-raising.

Mayor Strimling asked about Lot 7, and if they have enough funds to move forward. Mr. Marcisso indicated that it is a one-acre lot on the easterly side of Brick South. With the proposed loan and grant today, CMTM can move forward.

In response to Mr. Martin, Mr. Marcisso said that it was a railyard and has oil and kerosene contaminants that need remediation. Some of the contamination will be hauled away, with the rest stabilized and capped.

Mayor Strimling asked about the PDC's Brownfield assistance to date for the TP location, and Ms. Hanig said that TP Developers were given a \$200,000 Brownfield loan. Kelly Race of TRC, the City's environmental consultant, indicated that it was used for asbestos and lead abatement.

Mr. Santoro asked about the fund-raising arm and cost. Mr. Marcisso said that a

capital campaign team has been hired at a cost of \$400,000. They are at the foundation stage now, corporations next.

Noting no further questions, President Agnew said that the Board would next hear from the four Business Assistance Program (BAP) grants for job creation applications. After presentations and questions, the Board would go into executive session to review proprietary information, after which it would come out of executive session and vote.

**Item #4: Review and vote on the following applications for grants from the Business Assistance Program for Job Creation:**

- a) **On Time Transportation, LLC – 68 Bishop St.**
- b) **Forge Market – 123 Washington Ave.**
- c) **Good Cause Cleaning and Painting Services, LLC - 24 Preble St.**
- d) **Ice It! Bakery – 502 Stevens Ave.**

**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.**

*On Time Transportation, LLC*

Ms. Hanig said that On Time Transportation (OTT) is a two-year old business that provides non-emergency transportation to medical appointments for MaineCare (Medicaid) beneficiaries. It currently has 8 drivers and 8 vehicles for its clients, and works with ride brokers for Medicaid, including LogistiCare and most recently with Mid Coast Connector. Ms. Hanig said that OTT is requesting a \$20,000 BAP Grant and \$10,000 loan to support two new full-time jobs. She then introduced OTT owner Ahmed Jama.

Mr. Jama thanked the Board and said that he moved to Portland from Somali in 2006 and described his background, including for the past five years working for the Department of Defense and State as a contractor and analyst on African affairs and antiterrorism and will maintain that employment. He started OTT in 2016 and its

demand now has it turning down transportation requests, and this is a great time for assistance from the PDC's programs to hire two additional full-time employees.

Mr. Sheff noted that there may be some synergy with two other BAPs recently granted, that is to Greater Portland Home Health Care, and to Gateway Community Services.

Mr. Jama noted that OTT can only work with ride brokers for Medicaid.

Mr. Martin asked where the majority of the business was for OTT, and Mr. Jama indicated that to be Portland.

Mayor Strimling asked about the number of trips since it opened, and Mr. Jama estimated that to be 10,000 trips and described how it works, noting that OTT gets reimbursed from LogistiCare and Mid Coast Connector

There being no further questions/comments, President Agnew thanked Mr. Jama.

#### Forage Market

Mr. Harris said that Forage is a tenant of his, and he will abstain from voting.

Mr. Hanig said that Forage Market has been in operation since 2012 in Lewiston serving breads and pastries, including its nationally recognized wood oven fired bagels, as well as breakfast and lunch. It is opening a second location at 123 Washington Avenue. It is seeking a \$20,000 BAP to create at least two full-time jobs and potentially as many as 15, noting that they will train employees. Ms. Hanig then introduced Forage owner Allen Smith, and General Manager Laura Posiak.

Mr. Allen said that he is the founding member of Forage, and it has been a good business for the Lewiston area. It is now famous for its bagels, partly due to a recent feature article in *Saveur* magazine titled "Is One of America's Best Bagels In . . . Lewiston, Maine". He would like to build that same model in Portland, including their mentoring program for employees, and Ms. Posiak can further detail that program.

Ms. Posiak described the training “track program” she learned from a previous employment on the west coast that she has tailored for Forage. It is a thorough training process for each of their three departments which all employees go through and then they decide which area works best for them. It has been very well received and empowers the employees. They had 20 employees in 2017 and have 30 now. She described an employee who started as a dishwasher and is now a lead baker. Ms. Posiak said that she will bring that same training program to Portland.

Mr. Santoro asked about how they would split their time between Lewiston and Portland. Mr. Smith said that his presence in Lewiston is not essential and expected that he will be in Portland 75% of the time, while Ms. Posiak will be 100% in Portland while still advising Lewiston. Mr. Smith said that he expects the Portland location to be open in the Spring.

Mr. Santoro asked about competitors, and Mr. Smith said that they have a unique product and reasonable prices so did not see much competition.

Mr. Martin asked about the price of a bagel and how Forage heard about the PDC. Ms. Posiak said a bagel and cream cheese is \$2.95. They just had a price increase from \$2.75 so they could increase their employees’ pay, which was noted in the store.

Mr. Smith said that he heard about the PDC from his banker Terry Trickey.

Mayor Strimling asked if they received any grants from Lewiston, and Mr. Smith said that they did for their façade renovation.

Mr. Veith said that the business was founded in 2009 and started in 2012, and Mr. Smith clarified that he founded it in 2009 by purchasing the site and getting it ready for business, which opened in 2012.

Noting no further comments/questions, Mr. Agnew thanked Mr. Smith and Ms. Posiak.

*Good Cause Cleaning and Painting Services (GCC)*

Ms. Hanig said that GCC has been in operation for over a year providing cleaning, janitorial, and painting services to a commercial client base, operating out of the immigrant Welcome Center at 24 Preble Street, at which it is a tenant. GCC is requesting a \$20,000 BAP grant to create two full-time jobs, which GCC will train. She described the ownership of GCC, with the majority owned by Damas Rugaba at 45%, Emmanuel Mungwarakarana at 30%, and Avesta Housing at 25%. At this early stage, its major client is Avesta Housing which helped launch the company. She then introduced Mr. Rugaba.

Mr. Rugaba said that he has been here in Maine for 14 years and described his background as a pilot for Rwanda Air, Unum for 13 years, and now full-time with GCC. Revenue has doubled since opening, and now would like to expand and hire employees. He trains his employees, works with their schedules, and assists with transportation if needed.

Mr. Martin asked about the partnership with Avesta, and Mr. Rugaba described the partnership and tenancy at Avesta's Immigrant Welcome Center. He also indicated that the majority of his business is with Avesta.

Mayor Strimling asked how many employees there are now, and Mr. Rugaba said that he has two part-time employees, and needs two more full-time - one now and another as clients increase.

Mr. Sheff asked about his focus areas, and Mr. Rugaba said the areas are Portland, South Portland, and Westbrook, and then described his work with Avesta and their properties.

Mr. Harris asked if his partner has cleaning background, and Mr. Rugaba indicated that he does.

Noting no further questions/comments, President Agnew thanks Mr. Rugaba.

Ice It! LLC

Ms. Hanig said that the owners of Ice It! are going to open a bakery/café at 502 Stevens Avenue, for which the PDC previously approved a loan in August for \$50,000. Ice It! is now seeking a \$20,000 BAP grant for at least two full time employees, but perhaps as many as eight employees. Their opening is planned for February, and she then introduced owner Alan Fried.

Mr. Fried thanked the Board, noting that the other half owner, Sharon Kuhrt, could not be here. They are excited to be opening a second location in Deering Center. He then described the bakery/café as an interactive bakery, and the new location will also have expanded lunch options and full-service coffee and espresso bar. Mr. Fried also noted that they would train their employees in all facets, and offer paid time off and health care.

In response to Mr. Veith, Mr. Fried said that initially they expect to hire two full-time and three part-time employees, and one full-time in Yarmouth.

Mr. Sheff noted that the product is very good and if they distributed any of it to, for example, Coffee By Design, Fat Cat, etc. Mr. Fried said that they do wholesale to others, but perishables are more challenging to wholesale because of its shelf life.

Mayor Strimling asked the other BAP applicants about paid time off. Forage and OTT indicated that they did offer paid time off; GCC did not at this time.

Noting no further questions/comments, President Agnew thanked Mr. Fried.

Mr. Sheff commented that the four BAP applications total \$80,000, while funds remaining total \$40,000. Ms. Hanig said that applicants are aware of the funding challenge. She is reapplying for another round of grant funding from CBDG, and if successful, applicants could apply July 2018. In response to the Mayor, Ms. Hanig said

that should any of these not get funded, they could reapply July 2018.

On motion made and seconded, the Board voted unanimously at approximately 5:20 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 regarding the loan and grant request from CMTM, as well as the Business Assistance Program Grant Requests for Job Creation from OTT, Forage Market, GCC, and Ice It! Bakery.

Mr. Santoro had to leave the meeting at approximately 5:35 p.m.

At approximately 6:05, the Board came out executive session.

### ***CMTM***

Mr. Harris made a motion to extend the loan and grant requests as recommended by staff and underwriter, with a condition for the balance of the environmental work to be done and paid for by CMTM. Mayor Strimling seconded the motion and it passed unanimously.

### ***OTT***

Mayor Strimling made a motion to extend a BAP Grant of \$20,000 and loan of \$10,000 on the terms and conditions as outlined by staff and underwriter. Mr. Sheff seconded the motion and it passed unanimously.

### ***GCC***

Mayor Strimling made a motion to extend a BAP Grant of \$20,000 on the terms and conditions as outlined by staff and underwriter. Mr. Harris seconded the motion and it passed unanimously.

### ***Ice It!***

Mayor Strimling made a motion to disapprove a BAP Grant due to lack of funds. Mr. Harris seconded the motion and it passed unanimously.

### ***Forage***

Mayor Strimling made a motion to disapprove a BAP Grant due to lack of funds.

Mr. Veith seconded the motion and it passed 4-0-2 (Harris and Martin abstained).

Mr. Sheff commented that staff and underwriter provided with the Board with great write-ups on each of these.

There being no further business, the meeting adjourned at approximately 6:10 p.m.

Respectfully, Lori Paulette

**Portland Development Corporation  
Administrative Budget Report  
For Month Ending  
1/31/2018**

**Operating transfer from EDF      28,522**  
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**Total Funds Available          28,522**

<b>FY18 Expenditures</b>	<b>Budget</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Percent of Budget</b>	<b>Balance</b>
Administrative Services	575	0	107	18.6%	468
Postage/General Courier	300	84	122	40.7%	178
Travel, Training, Meetings	4,000	0	3,288	82.2%	712
Contractual Services	10,500	2,928	2,928	27.9%	7,572
Operating Transfer to Fin.	9,647	0	0	0.0%	9,647
Advertising	2,000	0	0	0.0%	2,000
Auto Expense Reimb.	100	0	0	0.0%	100
Printing & Binding	650	0	619	95.2%	31
Office Supplies	750	67	361	48.2%	389
<b>Total FY18 Expenditures</b>	<b>28,522</b>	<b>3,080</b>	<b>7,426</b>	<b>26.0%</b>	<b>21,096</b>

<b>Expenditures:</b>	
Postage	General Courier Services
Contractual Services	DiCara Underwriting for 1st Half of FY2018
Office Supplies	Various

**Downtown Portland Corporation  
Schedule of Loans Receivable  
For the Month Ending January 31, 2018**

Cust #	Ln #	Account No. & Name	Date of Loan	Maturity Date	----Committed/Disbursed Funds----			Outstanding Princ. Bal.
					Original Loan	Not Yet Disb.	Total Disb .	
<b>Portland Business Fund 271 (UDAG/Unrestricted):</b>								
7065	1545	Injac Properties, Inc.	6/10/2016	7/1/2021	122,500	\$0	122,500	\$118
7158	1561	Forefront Brick South, LLC	11/18/2016	12/1/2026	100,000	\$0	100,000	<u>\$91,999</u>
<b>Sub-Total PBF (UDAG)</b>								<b>\$92,117</b>
<b>Portland Business Fund 272 (Restricted - CIP):</b>								
7124	1554	Creative Portland	10/11/2016	11/1/2023	25,000	\$0	25,000	\$20,752
6502	1436	Portland Food Cooperative	6/4/2014	10/1/2021	130,000	\$0	130,000	<u>\$92,209</u>
<b>Sub-Total PBF (Bonds/CIP Restricted)</b>								<b>\$112,962</b>
<b>Portland Micro Capital Fund 271 (UDAG/Unrestricted):</b>								
5837	1341	Back Bay Skate	9/10/2012	9/1/2017	12,500	\$0	12,500	\$1,967
6113	1379	EcoHome Studio, LLC	4/11/2013	4/1/2018	15,000	\$0	15,000	\$789
6120	1380	Portland Trading Co. LLC	4/26/2013	8/1/2018	15,000	\$0	15,000	\$12,187
6635	1464	Damiak's Bakery, LLC	10/16/2014	11/1/2019	25,000	\$0	25,000	\$9,003
6501	1435	Sur Lie Wine Bar, LLC	5/2/2014	9/1/2021	37,335	\$0	37,335	\$21,012
7092	1559	Vin Bar, LLC	7/26/2016	9/2/2021	50,000	\$0	50,000	<u>\$39,636</u>
<b>Sub-Total Micro Capital Fund</b>								<b>\$84,594</b>
<b>Portland Business Fund Fund 274 (CIP/Unrestricted):</b>								
6597	1458	Back Cove School	8/29/2014	9/1/2019	55,000	\$0	55,000	\$32,487
6828	1505	Poplar & Co., LLC	6/5/2015	10/1/2022	37,500	\$0	37,500	\$33,704
6868	1512	Billdotcom, LLC	8/29/2015	9/1/2022	102,500	\$0	102,500	\$95,117
7091	1546	Skunk Ape, LLC	7/21/2016	8/1/2023	75,000	\$0	75,000	<u>\$61,234</u>
<b>Sub-Total PBF (Bonds/CIP Unrestricted)</b>								<b>\$222,542</b>
<b>FAME Fund 277:</b>								
6531	1450	North Atlantic, Inc.	6/23/2014	1/1/2020	75,000	\$0	75,000	\$30,570
6598	1459	Browne Trading CO.	9/3/2014	10/1/2019	83,333	\$0	83,333	\$32,494
6692	1475	Maine & Loire LLC	12/30/2014	1/1/2020	45,000	\$0	45,000	\$8,913
6784	1485	SB & LC Properties, LLC	4/6/2015	5/1/2020	101,200	\$0	101,200	\$94,529
6973	1524	Auto-Care, LLC	2/5/2016	3/1/2021	32,500	\$0	32,500	\$27,879
7029	1533	BayCycle	5/13/2016	9/1/2023	20,000	\$0	20,000	\$16,552
7103	1548	Cakeworks, Inc.	8/5/2016	9/1/2022	62,500	\$0	62,500	\$56,241
7157	1560	Forefront Brick South, LLC	11/18/2016	12/1/2026	250,000	\$0	250,000	\$229,999
7276	1580	Union Bagel	6/20/2017	7/1/2020	46,000	\$0	46,000	\$38,965
7357	1593	747 Congress LLC	1/25/2017	7/1/2022	150,000	\$0	150,000	\$148,925
7380	1600	Ice It! LLC	12/4/2017	1/1/2023	50,000	\$0	50,000	\$50,000
6485	1429	Evo Rock & Fitness Portland	4/14/2014	11/1/2024	132,954	\$0	132,954	\$97,430
7176	1565	Adele Masengo Designs, Inc.	1/6/2017	2/1/2022	15,000	\$0	15,000	\$13,880
7293	1582	Wallace James	7/14/2017	8/1/2022	100,000	\$0	100,000	<u>\$91,389</u>
<b>Sub-Total FAME Fund</b>								<b>\$937,766</b>
<b>FAME SSBCI 279:</b>								
6199	1390	Inn at Diamond Cove LLC	7/10/2013	7/1/2018	200,000	\$0	200,000	\$163,645
6867	1511	Billdotcom, LLC	8/19/2015	9/1/2022	92,500	\$0	92,500	\$85,839
7233	1570	KODA, LLC	3/31/2017	4/1/2027	100,000	\$0	100,000	\$97,615
<b>Sub-Total FAME SSBCI</b>								<b>\$347,099</b>
<b>Real Estate Investment Fund 271(UDAG/Unrestricted):</b>								
6104	1378	McCuda, LLC	4/19/2013	4/1/2018	200,000	\$0	200,000	<u>\$167,195</u>
<b>Sub-Total RE Invest</b>								<b>\$167,195</b>
<b>Brownfields Loan Fund 278</b>								
6555	1457	Forefront Partners, LP	7/30/2014	2/1/2020	200,000	\$0	200,000	<u>\$148,676</u>
<b>Sub-Total Brownfields</b>								<b>\$148,676</b>
<b>Grand Total Loans</b>						<b>\$0</b>	<b>2,758,322</b>	<b>\$2,112,950</b>
Allowance for uncollectable loans at 15%								\$316,943
<b>Total with Allowance for uncollectable loans:</b>								<b>\$1,796,008</b>

**Cash Management Report**  
**1/31/2018**

	CIP		UDAG	FAME	SSBCI	FAME	Brown-field 1	Brown-field 2	Year-to-Date								
	272	274							Unrestricted	Principal/Interest		CIP					
										Restricted	Unrestricted	Unrestricted	UDAG	Restricted	Unrestricted		
Cash Bal. Beginning of Reporting Mo.	274,653	146,900	538,248	228,128	710,870	349,168	-	-									
Plus:																	
Principal payments received	2,567	850	38,820	9,081	2,728	1,574											
Interest payments received from loans	619	1,051	2,640	4,061	1,462	403											
Interest Income					424	209											
Other Income/Adjustments	83		(14)	(285)													
Pass Through From FAME/SSCBI/EPA																	
Sub-Total Cash Available	277,923	148,801	579,694	240,984	715,484	351,354	3,902	3,902									
Less:																	
FAME Annual Admin. Fee: Invoices				(8,685)	(750)												
Disbursements - Loans/PDAP Grants																	
Sub-Total Cash Available:	277,923	148,801	579,694	232,300	714,734	351,354	(3,902)	-									
Less Reserves for:																	
Beautification Program (EC0301)			(72,000)														
PEDPIP Fund Commitments thru FY16			(51,033)														
PEDPIP Fund FY17 Commitments			(33,676)														
PEDPIP Fund FY18 Commitment			(37,900)														
Portland Dev. Action Grant (EC0302)			(43,287)														
Transfers not yet recorded (UDAG Int)			(13,599)														
BAP Grants																	
Used for Administration																	
<b>Total Ending Loan/Grant Cash Bal.</b>	<b>277,923</b>	<b>148,801</b>	<b>328,199</b>	<b>232,300</b>	<b>714,734</b>	<b>351,354</b>	<b>-</b>	<b>-</b>	<b>2,053,309</b>								

Brownfield Grant 2:	800,000	Bal. of Unrestricted/Uncommitted Funds as of 7/1/17:	379,676
Less Admin. Reserve:	-100,000	PEDPIP Cap for FY18 (as of 7/1/2017) at 10% of above:	37,900
Sub-Total for Loans/Grants:	700,000	PEDPIP Commitments for FY18 to date:	15,000
Administrative Expenses:	13,250		
Expenses Reimb. to Date:	(13,250)		
Total Admin. Balance to Date:	86,750		

Portland Economic Development Implementation Program			
<b>FY2018 Grant Funding Available:</b>	<b>\$37,900</b>		
<b>First Round of Applications Due:</b>	<b>29/2017 at 3:00 p.m.</b>		
<b>Grantee Approved</b>	<b>Grant Amount</b>	<b>Date Approved</b>	<b>Project</b>
Office of Economic Opportunity/City of Portland	\$15,000	10/19/2017	Develop Strategies for Immigrant Integration in the business and workforce community.
<b>Balance of Funds Available:</b>	<b>\$22,900</b>		
<b>Second Round of Applications due no later that Friday, March 30, 2018 at 3:00 p.m.</b>			

Business Assistance Grant Program for Job Creation - FY2018			
<b>FY2018 Grant Funding Available:</b>	<b>\$113,000</b>	<b>Admin:</b>	<b>\$3,000</b>
<b>Grant Funding Net for Grants:</b>	<b>\$110,000</b>		
		<b>Date</b>	<b>Jobs</b>
<b>Grantee/Grant Approved</b>	<b>Grant Amount</b>	<b>Approved</b>	<b>Funded</b>
Wallace James	\$20,000	12/21/2017	2
Gateway Community Services	\$20,000	12/21/2017	2
Maine & Loire	\$10,000	12/21/2017	1
Greater Portland Home Health Care	\$10,000	12/21/2017	1
Head Games	\$20,000	12/21/2017	2
<b>Balance of Funds Available:</b>	<b>\$30,000</b>		
Additional CDBG Funds Made Available:	\$10,000		
<b>Balance of Funds Available:</b>	<b>\$40,000</b>		
On Time Transportation	\$20,000	1/25/2018	2
Good Cause Cleaning and Painting Svcs.	\$20,000	1/25/2018	2
<b>Balance of Funds Available:</b>	<b>\$0</b>	<b>Total Jobs:</b>	<b>12</b>