



CITY OF SOUTH PORTLAND

P. O. Box 9422
25 Cottage Road
South Portland, ME 04116-9422

James H. Gailey
City Manager

EXECUTIVE
DEPARTMENT

MINUTES

Economic Development Committee

Wednesday, March 19, 2014

6:00 to 8:00 PM

City Hall – Lower Conference Room

Attendees:

Sergio Gadder – District 2
Peter Stocks – District 4
John Schwartzman – At-Large
Steve Bushey – At-large

Bob O'Brien - Business
Craig Gorris - Business

Jon Jennings – Assistant City Manager

Absent:

Dave Owen - District 1
Martin Macisso - District 3
William Collins – District 5

Ed Palmer - Business
Mike Vaillancourt - Business

1. Approval of Minutes from January 15, 2014 (6-0)
2. Economic Development Plan

The Committee reviewed a draft RFP for a consultant to lead the process of developing a comprehensive development plan for the City. Sergio Gaddar recommended the completed plan should be directed to the ED Committee and all agreed. It was also agreed that there should be a lot of public input into the process of developing the plan. Other recommendations:

- Recommended that consultant candidates be required to answer questions as part of selection process (Bushey).
- Committee thought \$20,000 was not enough to pay a consultant for a comprehensive plan (Bushey). It was recommended by the group that

\$40,000 may be a more appropriate cost. Others recommended a two tiered process of developing an initial plan and long term plan.

- A mandatory meeting with all consultant finalists with ED Committee.

3. Marketing South Portland Businesses

The Committee discussed ways in which the City can help market local businesses and the overall success of doing business in the City. It was suggested that businesses be solicited for letters describing the success they have had working with the City and posted on the City website. It was also suggested that better outreach to community newspapers to highlight local businesses.

4. Comprehensive Plan Implementation: Thornton Heights and Main Street

Jennings briefed the Committee on the latest on the Comprehensive Plan Implementation Committee. He updated Committee members on the progress made to date on Thornton Heights and Main Street.

5. Other

- The Committee was updated on progress with implementing plan for electric vehicles to have better access to charging stations in the City.
- A brief update on the work to date on the new state office building being constructed in the City.
- The Committee discussed the final proposal for the proposed Growth TIF and marketing efforts.
- The Committee discussed the South Portland Armory and its future use.
- The Committee was updated on issues affecting businesses in the Knightville area this winter. A possible parking solution for Knightville employees was discussed. The Committee was favorable with the proposed solution.

Adjourned: 8:00 pm

Cordially,

Jon P. Jennings
Assistant City Manager