



**Portland 2030 District  
Leadership Committee Meeting Notes  
Tuesday, November 8, 2016**

**Leadership Committee Members Present:**

Drew Swenson, Paragon Management  
Laci Hoskins, CBRE/Global Workplace Solutions  
Matt Peters, Avesta Housing  
Trish McClellan, J.B. Brown  
Amy Geren, Portland Downtown  
Todd Dominski, East Brown Cow  
Shawn McKenna, Bangor Savings Bank

**Not Present:**

Christine Rogers, Alodyne  
Reid Hayton-Hull, Drummond Woodsum

**Staff/Guests Present:**

Jennifer Brennan, GPCOG/ co-chair, Mobilize Maine Energy Action Team  
Dave Low, 2030 Architecture Liaison/Agatewood Consulting/Mobilize Maine Energy Action Team

**Meeting Notes:**

Drew Swenson called the meeting to order.

**Agenda item #1 Benchmarking Ordinance:** Discussed the recently passed City of Portland benchmarking ordinance. It was estimated that there are approximately 225 commercial buildings and 19 apartment units covered by the ordinance. Jennifer will get the database from the City in order to cross reference and see where all the affected buildings are located.

It's not clear what the city plans to do with the data they obtain. It was agreed that the data can be misleading and whether property owners will be communicating to their tenants in the future.

**Agenda item #2 Portland 2030 District Boundaries:** Discussed the proposed District boundary map. It was agreed to accept the map that Jennifer distributed including the marginal way park and ride lots. It was discussed, but not accepted, to include UNE and industrial including Allagash Brewing. Those areas could be included in a boundary expansion.

**Agenda item #3 Funding:** Discussed potential **funding ideas** for operating the District and potential loan funds for property owners. Drew set up a meeting with Jen Southard at the Maine Community Foundation on November 22<sup>nd</sup> to discuss the project and the potential for a specific loan fund for the project, credit enhancements/guarantees and subsidized loan rates.

We also discussed approaching CEI, John Egan, V.P. of lending at Bangor Savings Bank and the Avangrid Foundation. Drew has contacts at Bangor Savings and Jennifer has contacts at the Avangrid Foundation. Amy said she will look at her foundation contacts and let us know if she has any suggestions.

**Agenda item #4 Discuss and Review Letter to Utilities about Aggregate Data:** Discussed draft **letter to utilities** about obtaining aggregate data for benchmarking purposes. It was agreed that we need to include language from the City and that we should confer with Troy Moon. It was also discussed who we should target the letter to and it was agreed we should ask Troy who he has been working with. At Portland Water District it was suggested we reach out to Donna Katzafekas.

**Agenda item #5 Discuss and Review Language for Leases related to Obtaining Utility Data:** Dave wasn't able to obtain the language yet that he wanted, but will do so in the future. It was discussed that with the ordinance in place it will be easier for property owners to incorporate such language into their leases. Drew reports that he is already doing this. It was suggested that we put the suggested language on-line so that other property owners can obtain it easily.

**Agenda Item #6 Transportation Update:** Jennifer and Amy updated the group that the City is working on the parking demand/supply study that will include the Old Port, West End and the Downtown. The study should be completed by the end of the year. The consultant has been hired. Portland Downtown put in additional funds to make the study larger.

Jennifer reported that she will be talking with PACTS the regional Metropolitan Planning Organization under GPCOG about the possibility that they might start working on the transportation baseline for the District.

**Agenda Item #7 Budget:** Jennifer reported that she doesn't have any budget information yet on the \$10,000 grant from the 2030 District Network but will have soon.

**Agenda Item #8 Intern:** Jennifer and Dave reported that they have secured an intern, Brian Regina, a senior communications major at USM. He will start soon and continue through all of next semester, if he works out. He will be working on the energy baseline, gathering information to determine how many square feet our members have and other tasks.

**Agenda Item #9 Events:** We discussed a potential kick-off in January and it was suggested that we look into getting a booth at the upcoming MEREDA Showcase event since we already did a press release. We also discussed holding a forum on financing with financial institutions and property owners. It was decided Drew, Jennifer, Dave and Shawn would meet soon to start planning this event.

The meeting was adjourned.