

**MEMORANDUM**

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**DATE: APRIL 23, 2003**  
**TO: ECONOMIC DEVELOPMENT COMMISSION**  
**FROM: TOM FERRINI, CHAIRMAN**  
**RE: UPCOMING MEETING FRIDAY, MAY 2, 2003**  
**PLACE: CITY HALL CONFERENCE ROOM A**

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The next EDC meeting is scheduled for Friday, May 2, 2003 at 7:30 a.m. The meeting will be held in Conference Room in City Hall. Agenda is as follows:

**EDC AGENDA**

<b>5/2/03</b>	<b>7:30 A.M.</b>	<b>CONFERENCE ROOM A</b>
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- 7:30 Minutes of April 4, 2003 meeting (enclosed)
  
- 7:35 Chamber Of Commerce Quarterly Report – Marge Hubbard, Jennifer Quinlan
  
- 7:50 Portsmouth Office Market Study – Steve Berg, MAI, SRA  
Steve will present the findings of the third year of his office market analysis and respond to questions from the Commission.
  
- 8:05 Other Business  
Recent CIP Approval – Review schedule of EDC initiatives in CIP  
Master Plan Phase II Study Circles- Overview of topic areas

Adjourn Meeting

If you are unable to attend the meeting, please contact Nancy Carmer at 431-2006 ext 220.

cc: Honorable Mayor Sirrell and City Council Members  
Alan Brady, Webmaster  
David Holden, Planning Director  
Peter Hamelin, Marge Hubbard, Jennifer Quinlan  
Steve Berg