

PORTLAND DEVELOPMENT COMMISSION

Portland, Oregon

RESOLUTION NO. 6832

**ADOPTING A FINANCIAL INVESTMENT POLICY AND
ESTABLISHING PROCESS FOR INTERNAL REVIEW AND
APPROVAL OF FINANCIAL INVESTMENTS**

WHEREAS, the Portland Development Commission's ("PDC") Strategic Plan calls for making financial investments that will promote goals of "Strong Economic Growth and Competitiveness, Sustainability and Social Equity, Healthy Neighborhoods, and a Vibrant Central City";

WHEREAS, the Board of Commissioners ("Board"), by separate actions, approve guidelines for the administration of a variety of financial assistance programs;

WHEREAS, in making financial investments it is a prudent business practice to thoroughly review proposed projects to minimize risks and maximize public benefits;

WHEREAS, the Board desires to establish a formal internal review process to assist the Board and Executive Director in making financial investment decisions; and

WHEREAS, the Board desires to establish an overarching policy to guide the investment of PDC financial resources.

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 6441 establishing a Loan Review Committee is hereby rescinded;

BE IT FURTHER RESOLVED that the Board adopts the following Financial Investment Policy to guide PDC financial investments:

When investing public resources to achieve its strategic plan, PDC will apply sound financial guidelines, and accountable and transparent processes. PDC will measure its performance by jobs retained and created, community and stakeholder satisfaction, dollars leveraged, assessed value increases, and customer satisfaction.

BE IT FURTHER RESOLVED that the Board directs the Executive Director to establish an internal Financial Investment Committee ("Committee") with a minimum of five members to be appointed by the Executive Director in consultation with the Chair; including at the Board's discretion and direction a Commissioner and/or external parties;

BE IT FURTHER RESOLVED that the Board delegates the following responsibility to the Financial Investment Committee:

1. To review and recommend to the Executive Director approval or denial of all requests for financial assistance in the form of either a loan or grant from any adopted financial assistance program, except where such program specifies or allows for delegation of approval authority to a department director or other PDC employee without review by the Committee.
2. Prior to recommending approval of financial assistance that includes exceptions to adopted guidelines, verify through appropriate due diligence that program objectives are not jeopardized and any exception is necessary to meet agency goals and objectives.

3. To review financial assistance grants in advance made under the Executive Director's general expenditure authority and outside of an adopted financial assistance program.
4. To review any new or revised financial assistance program guidelines prior to adoption by either the Board or the Executive Director.
5. To review and make recommendations to the appropriate approving authority on providing any financial assistance as part of a development agreement or project that is not being made through an established financial assistance program.
6. To review and make recommendations to the Executive Director on the acquisition and disposition of real property in furtherance of the PDC Strategic Plan.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to approve or deny any request for financial assistance reviewed by the Financial Investment Committee, up to the maximum amount established in adopted program guidelines;

BE IT FURTHER RESOLVED that the Executive Director may, at his or her discretion, forward any request for financial assistance to the Board for review and approval;

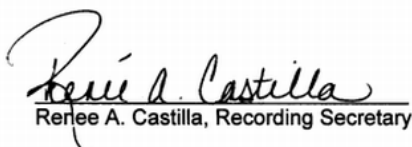
BE IT FURTHER RESOLVED that the Board hereby delegates authority to department directors to approve grants per adopted financial assistance program guidelines from resources in their respective department budget. Approval may be for an amount up to but not exceeding the directors' expenditure authority as delegated by the Executive Director, provided the grant conforms to adopted program guidelines, and that any grant made with an exception to program guidelines must be approved by the Executive Director following review by the Financial Investment Committee;

BE IT FURTHER RESOLVED that the Chief Financial Officer shall provide to the Board:

1. On a monthly basis, a brief report of all financial assistance requests approved by the Executive Director during the month, including notation and explanation of all requests approved with exceptions to program guidelines.
2. On a quarterly basis, a comprehensive report of all financial assistance requests approved by the Executive Director and any department director during the quarter, including notation and explanation of all requests approved with exceptions to program guidelines.
3. On an annual basis, a comprehensive report summarizing all financial investments made during the year and how those investments contributed to meeting goals of PDC's Strategic Plan and were consistent with the PDC Financial Investment Policy established herein; and

BE IT FURTHER RESOLVED that this resolution shall become effective thirty days from the date of its adoption.

Adopted by the Portland Development Commission on October 27, 2010.


Renee A. Castilla, Recording Secretary

PDC

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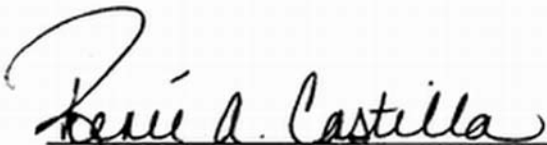
PRESENT FOR VOTE	COMMISSIONERS	VOTE		
		Yea	Nay	Abstain
<input checked="" type="checkbox"/>	Chair Scott Andrews	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner Aneshka Dickson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Commissioner John Mohlis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Commissioner Steven Straus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Commissioner Charles Wilhoite	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Consent Agenda Regular Agenda

Certification

The undersigned hereby certifies that:

The attached resolution is a true and correct copy of the resolution as finally adopted at a Board Meeting of the Portland Development Commission and duly recorded in the official minutes of the meeting.



Renee A. Castilla, Recording Secretary

Date: December 15, 2010