

**PORTLAND DEVELOPMENT COMMISSION**

Portland, Oregon

**RESOLUTION NO. 7125**

**AUTHORIZING EXECUTION OF FISCAL YEAR 2015-16  
INTERGOVERNMENTAL SERVICE LEVEL AGREEMENT – GENERAL FUND  
SPECIAL APPROPRIATIONS WITH THE CITY OF PORTLAND TO PROVIDE  
FUNDING OF \$6,997,110 TO THE PORTLAND DEVELOPMENT  
COMMISSION FOR IMPLEMENTING ECONOMIC DEVELOPMENT  
ACTIVITIES ON A CITYWIDE BASIS**

**WHEREAS**, the Portland Development Commission (“PDC”), as the duly-designated urban renewal agency of the City of Portland (“City”), is granted broad powers under Oregon Revised Statutes 457.170 for the planning and implementation of urban renewal projects;

**WHEREAS**, PDC has established expertise in economic development activities which, to the extent they are financed through the use of urban renewal tax increment revenues, are restricted to the City’s urban renewal areas;

**WHEREAS**, PDC’s 2015-2020 Strategic Plan goal is to achieve widely shared prosperity among all residents of Portland by harnessing and expanding PDC’s tools for job creation, placemaking, and economic opportunity;

**WHEREAS**, the City and PDC desire that PDC implement certain economic development activities, primarily neighborhood economic development and traded sector job creation and retention, on a citywide basis, and the City has approved providing funding to PDC to do so;

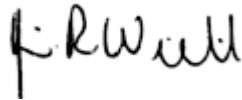
**WHEREAS**, implementing these economic development activities supports PDC’s mission and strategic goals related to strong economic growth and competitiveness; and

**WHEREAS**, the City and PDC desire to enter into an agreement to establish the terms and conditions by which the City will provide funding to PDC to implement economic development activities on a citywide basis.

**NOW, THEREFORE, BE IT RESOLVED** that the PDC Board of Commissioners authorizes the Executive Director to execute the Fiscal Year 2015-16 Intergovernmental Service Level Agreement – General Fund Special Appropriations with the City, substantially in the form affixed hereto as Exhibit A, to provide \$6,997,110 to PDC for economic development activities; and

**BE IT FURTHER RESOLVED** that this resolution shall become effective immediately upon its adoption.

Adopted by the Portland Development Commission on June 24, 2015

A handwritten signature in black ink, appearing to read "G. Wiedrick". The signature is written in a cursive, somewhat stylized font.

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Gina Wiedrick, Recording Secretary

**PORTLAND DEVELOPMENT COMMISSION**

Portland, Oregon

**RESOLUTION NO. 7125**

**EXHIBIT A**

**AUTHORIZING EXECUTION OF FISCAL YEAR 2015-16  
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Exhibit A includes this cover page and contains six pages:

- FY 2015-16 Intergovernmental Service Legal Agreement – General Fund Appropriation

**FY 2015-16 Intergovernmental Service Level Agreement  
General Fund Appropriation**

This Intergovernmental Service Level Agreement (“Agreement”), dated this \_\_\_ day of \_\_\_\_, 2015 (“Effective Date”), is made and entered into by and between the **City of Portland** (the “City”) and the **Portland Development Commission** (“PDC”) (collectively the “Parties”).

**RECITALS**

- A.** PDC, as the duly-designated Urban Renewal agency of the City of Portland, is granted broad powers under ORS 457.170 for the planning and implementation of urban renewal projects. As part of this implementation, it has established expertise in economic development activities whose scope is restricted to the City’s urban renewal areas.
- B.** A cooperative relationship between PDC and the City will be beneficial to the implementation of specific economic development activities including target industry development, entrepreneurial development and community economic development on a citywide basis.
- C.** Funding has been appropriated in the City’s FY 2015-16 Adopted Budget to fund the abovementioned economic development activities.
- D.** Both parties desire to enter into an agreement that will establish terms and conditions by which one party will engage and compensate the other party for performing specific services.
- E.** The City Budget Office (“CBO”), as the City’s budget liaison to PDC has been identified as the bureau responsible for managing this agreement.

**AGREEMENT**

**1. Parties**

Portland Development Commission  
Main Contact: Tony Barnes  
City of Portland, City Budget Office  
Main Contact: James M. Carter

**2. Term and Termination**

This Agreement runs for Fiscal Year 2015-2016 that is July 1, 2015 to June 30, 2016.

- a. The full amount of funds for 2015-2016 is authorized in the City’s current fiscal year’s budget.

- b. If funding is authorized for an additional program or transfer, City may add that program or transfer by written amendment to this Agreement, subject to PDC approval.
- c. Either party may terminate the entire Agreement with 30 days prior written notice to the other.
- d. If this Agreement is terminated, the City shall reimburse PDC for expenses incurred and funds contractually committed, prior to the date of termination, in the course of performing the activities described in the Scope of Services.

### **3. Roles & Responsibilities**

The City will send funds to PDC pursuant to the terms of Section 4 of this agreement.

### **4. Scope of Services**

The City will provide to PDC a total of \$6,997,110 in funding in the following amounts for the following economic development activities during the 2015-2016 Fiscal Year and PDC shall use the funding to implement those economic development activities as described below:

#### **Programs:**

- 1) Neighborhood Economic Development - \$4,528,501 consisting of:

Neighborhood Commercial Corridors (\$1,858,798)

This program consists of:

Main Street Network is a community-led revitalization program designed to stimulate neighborhood businesses. In June 2010, Portland designated Alberta, Hillsdale, and St Johns as its first three Main Street districts. The districts receive grants for district administration, property and sustainability improvements, and promotional events. PDC also provides technical assistance to the districts in implementation of the Main Street approach, district design support, and organizational capacity building.

Neighborhood Prosperity Initiative focuses on six economically challenged business areas in East and outer Northeast Portland to build the capacity of community-based organizations to become active partners in neighborhood economic development. In addition to ongoing technical assistance and training provided by PDC, the districts will be eligible for a district administration and operations grant, marketing, promotions and branding grant, and a property improvement grant.

Venture Portland (\$311,014)

Funds provided to Venture Portland to support training, technical assistance, and small grants to Portland's neighborhood business district associations.

Small Business Support (\$1,100,500)

This is technical assistance for citywide small businesses. This will allow the City to support delivery of these services by qualified non-profit providers. Funding

will be directed to fill gaps in business technical assistance services with a focus on stabilizing and growing small businesses with modest incomes, businesses located in economically challenged areas, and businesses whose owners may need services provided in languages other than English.

Included in Small Business Support is the EOI Microenterprise Program which is intended to spark wealth and job creation for startup entrepreneurs and businesses that have five or less employees and have income at or below 80 percent of Portland's median family income. The program is targeted towards business owners and entrepreneurs in underserved communities.

#### Workforce EOI (\$1,258,190)

The goal of this program is to raise the incomes of low income Portland residents through workforce development. All participants have incomes of 50 percent or less of the Portland area median family income and often face barriers to employment such as limited English proficiency, criminal histories, homelessness, drug and alcohol addictions, and lack of educational credentials and basic skills.

#### 2) Traded Sector Job Creation & Retention - \$2,468,609 consisting of:

##### Cluster Development (\$1,453,718)

The City's Economic Development Strategy seeks to raise the national and international competitive profile of four target industry clusters (clean technology; athletic & outdoor; advance manufacturing; and software) through the retention and expansion of local companies and the strategic recruitment of firms to the city and region.

The Cluster Initiatives and Business Development Program include:

- Direct and referral business and technical assistance;
- High impact industry initiatives designed to advance the long-term competitiveness of target industry clusters strategic business recruitment; and
- International business development and export promotion.

##### Entrepreneurship Support (\$1,014,890)

Fostering entrepreneurship is a core component of the City's efforts to create high-paying jobs, support high-growth firms, commercialize local technologies and encourage broad economic opportunity. This program allocates investment funds to organizations focused on providing access to early-stage capital, mentoring and product development assistance to local entrepreneurs and startups. This program also supports initiatives designed to align resources for women and minority entrepreneurs, attract startups to the city and encourage technology commercialization at local universities.

## **5. Deliverables & Payment Schedule**

### **Deliverables from PDC will be as follows:**

- a. PDC will provide periodic activity billings. The current year appropriations will be broken out into the following categories: Personnel Services, Materials & Supplies, Financial Assistance, and Overhead and include actuals and balances. Any major contracts (more than \$5,000) included in billings in either Neighborhood Economic Development or Traded Sector programming will be listed with a brief explanation of service provided.
- b. PDC will provide regular reporting on a schedule to be agreed upon by the City and PDC.

### **Payment Schedule:**

PDC will bill CBO on a periodic basis based on expenditures incurred, unless and to the extent the Parties agree in writing to alternate disbursement or payment arrangements. The total General Fund Special Appropriations is \$6,997,110.

## **6. Changes to Funding Allocations**

The PDC Contract Signatory and the CBO Contract Signatory are authorized to adjust funding levels, through a duly executed amendment to this Agreement, so long as sufficient funds have been appropriated in the City budget to cover the maximum amounts payable for economic development activities by the City under this Agreement, and sufficient funds have been appropriated for these economic development activities in PDC's Budget.

## **7. Administration & Dispute Resolution**

### **Administration**

The Parties will determine the frequency and scope of any necessary City/PDC meetings. The Parties may amend any provision of this Agreement in a writing signed by both parties hereto.

### **Dispute Resolution**

If a dispute arises regarding the terms and conditions of this Agreement, all parties agree to exercise good faith in expeditiously resolving said conflict in the following manner:

- a. All conflicts should first be discussed and resolved, if at all possible, at the staff level.
- b. If the conflict cannot be resolved at the staff level, then the conflict should be elevated to the Main Contacts specified in Section 1 for discussion and resolution.
- c. Any conflicts not resolved by the Main Contracts shall be elevated to the signatories of this Agreement for discussion and resolution.

## **Approvals**

The City of Portland, through the City Budget Office, and the Portland Development Commission have executed this Agreement as of the date on Page 1.

**CITY OF PORTLAND**

**PORTLAND DEVELOPMENT COMMISSION**

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Andrew Scott, Budget Director

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Patrick Quinton, Executive Director

APPROVED AS TO FORM:

APPROVED AS TO FORM:

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City Attorney

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Legal Counsel



**RESOLUTION NO. 7125**

**RESOLUTION TITLE:**

AUTHORIZING EXECUTION OF FISCAL YEAR 2015-16 INTERGOVERNMENTAL SERVICE LEVEL AGREEMENT – GENERAL FUND SPECIAL APPROPRIATIONS WITH THE CITY OF PORTLAND TO PROVIDE FUNDING OF \$6,997,110 TO THE PORTLAND DEVELOPMENT COMMISSION FOR IMPLEMENTING ECONOMIC DEVELOPMENT ACTIVITIES ON A CITYWIDE BASIS

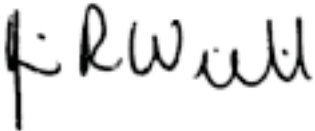
Adopted by the Portland Development Commission on June 24, 2015

PRESENT FOR VOTE	COMMISSIONERS	VOTE		
		Yea	Nay	Abstain
<input checked="" type="checkbox"/>	Chair Tom Kelly	<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 Mark Edlen	<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 checked="" type="checkbox"/>	Commissioner Charles Wilhoite	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> <b>Consent Agenda</b> <span style="margin-left: 200px;"><input type="checkbox"/> <b>Regular Agenda</b></span>				

**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 as duly recorded in the official minutes of the meeting.*

	<p><b>Date:</b></p> <p style="text-align: center;">June 26, 2015</p>
<p><b>Gina Wiedrick, Recording Secretary</b></p>	