



PROSPER  
PORTLAND

Building an Equitable Economy

**Tom Kelly**  
Chair

**Gustavo J. Cruz, Jr.**  
Commissioner

**Mark Edlen**  
Commissioner

**Alisha Moreland-Capua, M.D.**  
Commissioner

**William Myers**  
Commissioner

**Ted Wheeler**  
Mayor

**Kimberly Branam**  
Executive Director

This document represents the official meeting record of the June 28, 2017, Prosper Portland Board of Commissioners (Board) meeting held at 222 NW Fifth Ave., Portland, OR 97209.

The full video recording of this meeting can be found at:

<https://www.youtube.com/watch?v=d0DGP15govg>

## 1. Call to Order and Roll Call

Chair Tom Kelly called the meeting to order at approximately 3:05 p.m. Pam Micek, Prosper Portland Board recording secretary, called the Prosper Portland Board roll:

Chair Tom Kelly	PRESENT
Commissioner Gustavo Cruz	PRESENT
Commissioner Alisha Moreland-Capua	PRESENT
Commissioner Mark Edlen	PRESENT
Commissioner William Myers	PRESENT

## 2. Commissioner Reports

### Commissioner Cruz

- Attended the Hispanic Metropolitan Chamber Annual Membership meeting on June 15
- Participated in the CrossRoads Anti-Racism Organization Training at Prosper Portland on June 16
- Attended the Hispanic Metropolitan Chamber of Commerce Board meeting on June 20
- Attended the Portland Center Stage Board meeting on June 21

### Commissioner Edlen

- Attended two Broadway Corridor meetings
- Participated in the CrossRoads Anti-Racism Organization Training at Prosper Portland on June 16

### Commissioner Myers

- Attended the Good in the Hood Parade on June 24

### Chair Kelly

- Participated in the CrossRoads Anti-Racism Organization Training at Prosper Portland on June 16
- Attended the Good in the Hood Parade on June 24

## 3. Executive Director Report

- Attended the VOZ Workers' Rights Education Project (VOZ) Annual Dinner event on June 14
- Reported that Prosper Portland continues to meet with VOZ weekly in order to clarify and refine language in the Letter of Intent and the Special Authority Grant
- Attended the Zidell final barge launch on June 16
- Met with small business owners at the Main Street Alliance on June 21
- Spoke at NAACP Portland Branch General Membership meeting on June 24

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- Attended the North/Northeast Community Development Initiative Oversight Committee meeting on June 27
- Will be presenting at the Oregon Association of Minority Entrepreneurs monthly “Coffee and Issues” event on June 30
- Will be participating as a guest reader at the invitation of Morebots at the North Portland Library on July 1
- Will be presenting at the 1776 Challenge Cup on July 6
- Recognized the transition of Jillian Detweiler to Street Trust as their new Executive Director and thanked her for her service to Prosper Portland
- Recognized the departure of both Chair Kelly and Commissioner Edlen and remarked on their many achievements while serving on the Board of Commissioners.

#### **4. Public Comment for Items Not on Agenda**

No public testimony was presented.

#### **CONSENT AGENDA**

#### **5. Action Item: Resolution 7241 – Authorizing Execution of Fiscal Year 2017-18 Intergovernmental Service Level Agreement with the City of Portland for General Fund Special Appropriations of &6,021.909 for Economic Development Activities**

With this action, the Board authorized an intergovernmental agreement (IGA) with the City of Portland through the City Budget Office to transfer \$6,021,909 to Prosper Portland to fund certain economic development activities on a citywide basis, including community economic development and traded sector job creation and retention. These activities have been budgeted for in the fiscal year 2017-18 Adopted Prosper Portland Budget. This IGA, which has been authorized each of the past eight years, allows for the transfer of General Fund dollars that allow Prosper Portland to deliver on critical 2015-2020 Strategic Plan objectives, including increasing access to employment; creating healthy, complete neighborhoods; and fostering equitable wealth creation through entrepreneurship and small business programs, traded sector business development, and workforce development programs.

Chair Kelly called for a motion to approve Resolution 7241; Commissioner Cruz moved and Commissioner Edlen seconded the motion.

AYES: Kelly, Cruz, Edlen, Moreland-Capuia, Myers

NAYS: None

At approximately, 3:14, Chair Kelly adjourned the Prosper Portland Board meeting and convened the Audit Committee

#### **6. Action Item: Resolution 7242 – Approving Independent Auditor and Audit Scope, Schedule, and Fees for Fiscal Years 2016-17, 2017-18 and 2018-19**

With this action, the Prosper Portland Board, acting as the Prosper Portland Audit Committee, approved the Inter-Agency Selection Review Committee’s recommendation of Moss Adams, LLP as Prosper Portland’s independent financial auditor. In addition, this action approved the audit scope, schedule,

and fee as negotiated by the Audit Services Division of the City of Portland (City) Auditor's Office and authorized by City Council Ordinance #188367 approved May 10, 2017, in accordance with the Prosper Portland Board Audit Committee Charter, Section 4. The contract cost for the initial three years is \$1,756,221 and up to a contract maximum of \$2,976,059 if the City exercises both contract extensions. Prosper Portland's obligation will be \$346,227 for the initial three years and a maximum of \$588,672 with both extensions.

This action supports the objectives of Prosper Portland's 2015-2020 Strategic Plan, particularly Objective 5: to Operate an Equitable, Innovative and Financially Sustainable Agency.

Chair Kelly called for a motion to approve Resolution 7242; Commissioner Cruz moved and Commissioner Edlen seconded the motion.

AYES: Kelly, Cruz, Edlen, Moreland-Capuia, Myers  
NAYS: None

At approximately, 3:15, Chair Kelly adjourned the Prosper Portland Audit Committee and reconvened the Prosper Portland Board meeting

## REGULAR AGENDA

### **7. Action Item: Resolution 7243 - Update on Fiscal Year 2016-17 Community Livability Grant Awards in the Interstate Corridor Urban Renewal Area and Approving a Grant to St. Andrew and All Souls Episcopal Church in Support of the Portland Abbey**

Prosper Portland staff presenting this item:  
*Kim Moreland, Project Manager I*

Ms. Moreland provided the Prosper Portland Board with an update on the fiscal year 2016-17 Community Livability Grant (CLG) award recipients in the Interstate Corridor Urban Renewal Area. While all of the CLG grants awards are within the executive director's signature authority, staff requested that the Prosper Portland Board approve a CLG grant award to St. Andrew and All Souls Episcopal Church in support the Portland Abbey, a community facility serving the entire North Portland community.

Chair Kelly called forward guests to testify.

Louis McLemore, Exalted Ruler, Billy Webb Elks Lodge. Mr. McLemore explained that he had been looking for funding to improve the lodge and it was recommended he apply for a grant with Prosper Portland. He stated that he found the grant process to be easy to navigate and thanked staff for their work.

Chair Kelly called for a motion to approve Resolution 7243; Commissioner Edlen moved and Commissioner Cruz seconded the motion.

AYES: Kelly, Cruz, Edlen, Moreland-Capuia, Myers  
NAYS: None

## 8. Information Item: Update on the Prosper Portland Long-Term Business Plan

Prosper Portland staff presenting this item:

*Lisa Abuaf, Interim Director of Investment & Development*

*Justin Douglas, Policy, Research, & Compliance Manager*

Ms. Abuaf and Mr. Douglas provided updates on the status of the agency's business model, approaches to new funding sources, and next steps in completing and implementing the Long-Term Business Plan (Business Plan).

The Prosper Portland 2015-20 Strategic Plan requires new and different funding to be a driving force for widespread economic prosperity. These resources must be more flexible than the agency's current main source of revenue, tax increment financing (TIF), which can only be invested in support of physical improvements to real estate. The geographic and investment restrictions of TIF also limit Prosper Portland's ability to implement its strategic priorities. If Prosper Portland is to continue its critical work in helping Portland grow with widely-shared prosperity, new approaches to investment are necessary to ensure long-term financial sustainability.

Staff last briefed the Prosper Portland Board on the Business Plan at their December 14, 2016 retreat.

Chair Kelly emphasized the importance of demonstrating outcomes to Portland City Council and other funders. He continued by stating it is important to offer both business and residential ownership opportunities for people from low income communities and communities of color.

Chair Kelly inquired as to whether City Council had been exposed to the concept of boomerang funds.

Executive Director Branam responded that the topic has been front and center with Mayor Wheeler. She shared Prosper Portland staff will have the opportunity to share more information on the Business Plan at a work session with City Council later this summer or early fall. Though the boomerang revenue item doesn't yet show up on the City's budget forecast, the City Budget Office is aware and supportive of the intention to put a note in the budget for future boomerang funding.

Commissioner Myers recommended that as the agency goes about getting and measuring outcomes it should engage different public groups to identify and help course correct in order to maximize the outcomes and meet the agency's goals.

Commissioner Edlen noted that a key to being successful is to think about partnering with for-profit and not-for-profit organizations. He stated that conversations need to happen around both simple rates of return as well as internal rates of return when reviewing investments. Commissioner Edlen continued by emphasizing that we have a fiduciary responsibility to our taxpayers; we need to maximize financial returns so that we have funds to generate grant money as well as non-financial returns which he referred to as the mission side of our objectives.

Chair Kelly suggested that if the agency does any more parking structures it should be very thoughtful about what the future of automobile technology may look like.

## 9. Information Item: Update on the Broadway Corridor

Prosper Portland staff presenting this item:

*Sarah Harpole, Project Manager I*

Ms. Harpole provided an update on the status of the Broadway Corridor project. She explained that Prosper Portland is pursuing planning efforts to redevelop the Broadway Corridor with an intentional

focus on ensuring all communities have an opportunity to engage in and benefit from its redevelopment. Ms. Harpole continued by stating that staff last briefed the Prosper Portland Board on January 11, 2017 regarding the proposed project approach and to receive preliminary thoughts on the structure of the stakeholder engagement and development partner solicitation processes. Per the Prosper Portland Board's guidance at that time, staff has engaged in robust community engagement to accompany efforts to solicit development partner(s), prepare a development plan and Master Plan, and define required public benefits.

Ms. Harpole continued by providing the following:

1. Reviewed key assumptions from the Broadway Corridor Framework Plan which was completed in late 2015 to inform the financial viability of acquiring the USPS site and securing a line of credit from the City;
2. Reviewed adjustments to those assumptions based on regulatory changes (including inclusionary housing), advice from the project consultant team, and community input;
3. Provided an update on the project's public engagement activities, including the project Steering Committee which was convened in May, and reviewed the work the Steering Committee has undertaken to date;
4. Provided an overview of the process and schedule to engage the community, solicit a development partner, complete development planning and a land use Master Plan as required under City code, and negotiate subsequent community benefit and development related agreements; and
5. Discussed next steps in the development planning and public engagement process.

Commissioner Cruz inquired how the search for a developer was coming. Ms. Harpole stated staff has received a large amount of interest from large, national developers, some of whom are attending the Steering Committee meetings. She added that Prosper Portland has not been actively looking for partners as of yet.

Chair Kelly expressed his hope that the project will be built utilizing community input, a diverse workforce, and rural Oregon products such as cross-laminated products, and become a premier project for the city of Portland.

Commissioner Edlen added that he would like the agency to showcase local talent by hiring locally as much as possible.

10. **Action Item: Resolution 7244 – Adopting a Resolution of Commendation and Appreciation to Mark Edlen for Distinguished Service and Outstanding Dedication to Prosper Portland and the City of Portland**

Prosper Portland Chair presenting this item:  
*Chair Tom Kelly*

Chair Kelly read from the Resolution.

Commissioner Edlen responded that it has been an absolute pleasure to serve on the Prosper Portland Board of Commissioners. He stated that hiring Kimberly Branam as the Executive Director was one of the best decisions the Prosper Portland Board has made.

Each commissioner shared kind remarks with Commissioner Edlen.

Chair Kelly called for a motion to approve Resolution 7244; Commissioner Cruz moved and Commissioner Myers seconded the motion.

AYES: Kelly, Cruz, Edlen, Moreland-Capuia, Myers

NAYS: None

**11. Action Item: Resolution 7245 – Adopting a Resolution of Commendation and Appreciation to Tom Kelly for Distinguished Service and Outstanding Dedication to Prosper Portland and the City of Portland**

Prosper Portland Commissioner presenting this item:

*Commissioner Gustavo Cruz, Jr.*

Commissioner Cruz read from the Resolution.

Chair Kelly spoke about what an honor it was to serve as commissioner and chair on the Prosper Portland Board, and was particularly proud of the Broadway Corridor project, the work in Lents, and the hiring of Executive Director Branam.

Each commissioner shared kind remarks with Commissioner Edlen.

Commissioner Cruz called for a motion to approve Resolution 7245; Commissioner Edlen moved and Commissioner Moreland-Capuia seconded the motion.

AYES: Kelly, Cruz, Edlen, Moreland-Capuia, Myers

NAYS: None

Commissioner Cruz called forward guests to testify.

Nancy Hales read a letter on behalf of her husband, former Mayor of Portland, Charlie Hales. Former Mayor Hales noted that both Chair Kelly and Commissioner Edlen's visionary leadership shaped the city of Portland and the lives of the people all for the good.

Maurice Henderson, Chief of Staff to Mayor Ted Wheeler, extended his congratulations on behalf of the Mayor. In his letter, Mayor Wheeler stated that the City of Portland has been shaped by both Chair Kelly and Commissioner Edlen and their companies and by the people who work with and for them. He added that the transition that is rapidly happening in Portland is one that is noticeable in the community because of Chair Kelly and Commissioner Edlen's leadership.

Annette Mattson, formerly with Portland General Electric, thanked both Chair Kelly and Commissioner Edlen for their interest and support of the Lents community and the passing of the Five-Year Lents Action Plan in 2014.

Greg Block, with Sustainable Northwest, remarked that under both Chair Kelly and Commissioner Edlen's extraordinary leadership, Prosper Portland is now an engine of equity. He noted that the transition into a new organization and the Broadway Corridor project illustrate the new vision.

Ashley Henry, with Business for a Better Portland, remarked the both Chair Kelly and Commissioner Edlen were phenomenal leaders in both sustainability and climate as well as the affordable housing funding campaign.

**12. Action Item: Resolution 7246 – Authorizing a Subrecipient Contract with Worksystems, Inc., to Implement Economic Opportunity Initiative Youth and Adult Workforce Development Services and Community Workforce Navigator Program During fiscal Year 2017-18**

Prosper Portland Staff presenting this item:  
*Morgan Masterman, Project Manager I*

With this action, the Prosper Portland Board authorized the Executive Director to sign a Subrecipient Contract with Worksystems, Inc. for purposes of administering and implementing youth and adult workforce development services as part of the Economic Opportunity Initiative in fiscal year 2017-18. This action supports the continuation of services to youth and adults including vocational case management, work experience opportunities, on-the-job training, and occupational training.

Approximately \$1,400,000 will be provided for youth workforce development and \$1,300,000 for adult workforce development. Funding will come from federal Community Development Block Grant funds and from City general funds allocated to Prosper Portland. In addition, approximately \$140,000 in Enterprise Zone funding will be allocated toward the Community Workforce Navigator Program which seeks to provide community-based support to high-barriered job seekers in priority neighborhoods.

Prosper Portland Board authorization is required for the Executive Director to sign contracts exceeding \$500,000.

Chair Kelly called for a motion to approve Resolution 7246; Commissioner Cruz moved and Commissioner Edlen seconded the motion.

AYES: Kelly, Cruz, Edlen, Moreland-Capuia, Myers  
NAYS: None

**13. Adjourn**

There being no further business, Chair Kelly adjourned the Prosper Portland Board meeting at approximately 4:48 p.m.

Approved by the Prosper Portland Commission on August 9, 2017



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Pam Micek, Recording Secretary