



PROSPER
PORTLAND

Building an Equitable Economy

Gustavo J. Cruz, Jr.
Chair

Francesca Gambetti
Commissioner

Alisha Moreland-Capua, M.D.
Commissioner

William Myers
Commissioner

Peter Platt
Commissioner

Ted Wheeler
Mayor

Kimberly Branam
Executive Director

This document represents the official meeting record of the May 13, 2020, Prosper Portland Board of Commissioners (Board) meeting via Zoom due to the COVID-19 pandemic. The full video recording of this meeting can be found at:

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

1. Call to Order and Roll Call

Chair Gustavo Cruz called the meeting to order at approximately 5:02 p.m. Pam Feigenbutz, Prosper Portland Board recording secretary, called the Prosper Portland Board roll:

Chair Gustavo Cruz	PRESENT
Commissioner Francesca Gambetti	PRESENT
Commissioner Alisha Moreland-Capua	PRESENT
Commissioner William Myers	PRESENT
Commissioner Peter Platt	PRESENT

Chair Cruz read the following statement: “As a result of the COVID-19 pandemic and the need to limit in-person contact and promote social distancing, Prosper Portland is holding this meeting electronically as allowed by State law. All members of the Commission are attending remotely by phone and Prosper Portland has made several avenues available for the public to listen to the audio broadcast of this meeting. The public can also provide written testimony to the Commission by emailing feigenbutzp@prosperportland.us.”

2. Commissioner Reports

Commissioner Platt

- Led the Executive Finance Committee meeting for Hacienda Community Development Corporation (CDC) on April 10
- Led the Board of Directors meeting for Hacienda CDC on May 1
- Attended a food and economy strategy gathering on May 5

Commissioner Myers

- Participated and continuing to participate on the Economic Impact Action Committee, Economic Impact and Intervention Task Force. and subsequent working groups

Commissioner Gambetti

- Nothing to report

Commissioner Moreland-Capua

- Nothing to report

Chair Cruz

- Participated and continuing to participate on the Economic Impact and Intervention Task Force

222 NW Fifth Avenue
Portland, OR
97209-3859

503-823-3200 Main
503-823-3368 Fax
503-823-3366 TTY

3. Executive Director Report

- Announced that Mercatus Magazine Vol. 2 “Sustaining Greatness”, which includes an article featuring Dr. Moreland-Capua, is now available
- Noted the Request for Information for redevelopment of the Williams and Russell parcel is now open
- Fourteen local businesses representing Portland’s targeted industries – green cities, athletic and outdoor, technology and media, and metals and machinery – will receive grants to support their work to promote diversity, equity, and inclusion.

4. Meeting Minutes

Chair Cruz called for a motion to approve the April 8, 2020 Prosper Portland Board meeting minutes. Commissioner Myers moved and Commissioner Moreland-Capua seconded the motion.

AYES: Cruz, Gambetti, Moreland-Capua, Myers, Platt
NAYS: None

5. Public Comment for Items Not on Agenda

None received.

REGULAR AGENDA

6. Action Item: Resolution 7368 – Authorizing Acquisition of a 0.9-Acre Property in the Downtown Waterfront Tax Increment Finance District from Northwest Natural Gas Company for \$8,000,000, the Execution of a Term Sheet with Lan Su Chinese Garden Regarding Redevelopment of the Site, and a \$4,000,000 Interfund Loan from Portland Parks and Recreation to Assist in the Acquisition

Prosper Portland staff presenting this item
Karl Dinkelspiel, Development & Investment Manager

With this action, the Prosper Portland Board authorized the Executive Director to acquire a 0.9-acre property (Block 24) in the Downtown Waterfront Tax Increment Finance District, adjacent and north of the Lan Su Chinese Garden (Garden), bounded by Northwest Flanders Street to the south, Northwest Third Avenue to the west, Northwest Glisan Street to the north, and Northwest Second Avenue to the east from Northwest Natural Gas Company (NWN) for \$8,000,000.

This action allows Prosper Portland to enter into a term sheet with Lan Su Chinese Garden (Lan Su), the non-profit organization that operates the Garden, which includes binding language assigning the purchase and sale agreement to Prosper Portland and describes how the parties will work together to potentially pursue a mixed-use redevelopment. As currently contemplated, redevelopment of Block 24 may include an event and cultural space owned and operated by Lan Su, housing, and commercial uses that are consistent with goals of the Old Town/Chinatown Five-Year Action Plan. The resolution allows Prosper Portland to accept and partially fund the acquisition with a \$4,000,000 interfund loan from Portland Parks and Recreation.

Mr. Dinkelspiel described the project and provided information regarding the site. He continued by stating redevelopment will comply with Business and Workforce Equity programs. Mr. Dinkelspiel provided a few redevelopment scenarios none of which have been determined yet. Mr. Dinkelspiel concluded by reviewing funding sources and potential income generation from surface parking and reviewing next steps.

Chair Cruz invited guests to testify.

Susan Hartnett, Vice President, Lan Su Board shared Lan Su's vision for Block 24 and described additional activities that will be able to occur with the additional space.

Raymond Cheng, Board Member, Lan Su Garden, reviewed plans for a potential cultural and heritage center.

Chair Cruz called for a motion to approve Resolution 7368; Commissioner Moreland-Capua moved and Commissioner Myers seconded the motion.

AYES: Cruz, Gambetti, Moreland-Capua, Myers, Platt

NAYS: None

7. Action Item: Resolution 7369 – Authorizing a Five-Year Technical Services Agreement with the Oregon Manufacturing Extension Partnership

Prosper Portland staff presenting this item
Troels Adrian, Business & Industry Manager

With this action, the Prosper Portland Board authorized the Executive Director to execute a new five-year technical services agreement (Agreement) for \$495,000 between Prosper Portland and the Oregon Manufacturing Extension Partnership (OMEP) to provide lean/efficiency improvement consultations to Portland manufacturers. Prosper Portland has been contracting with OMEP since 2003 and the current agreement, including extensions, expires on May 31, 2020. The cumulative amount that Prosper Portland has paid to OMEP for consulting services is \$1,096,921; since the new Agreement, together with prior agreements, will exceed \$500,000, this action is being presented to the Prosper Portland Board for approval.

Mr. Troels described the OMEP program and how it works alongside manufacturing businesses increasing efficiency and employment thus helping to maintain middle wage jobs. Mr. Adrian noted OMEP is sharing best practices regarding challenges faced by manufactures during the pandemic.

Chair Cruz called for a motion to approve Resolution 7369; Commissioner Gambetti moved and Commissioner Myers seconded the motion.

AYES: Cruz, Gambetti, Moreland-Capua, Myers, Platt

NAYS: None

8. Action Item: Resolution 7370 – Adopting Budget Amendment No. 4 for the Fiscal Year Beginning July 1, 2019, and Ending June 30, 2020; and Making Appropriations

Prosper Portland staff presenting this item
Tony Barnes, Finance Manager

With this action, the Prosper Portland Board amended the current fiscal year (FY) 2019-20 budget for the fourth time in the following ways:

1. Moved planned tax increment finance district expenditures for planned projects to contingency so that the funds can be recognized in the Beginning Fund Balance and expenditures in the FY 2020-21 proposed budget;
2. Adjusted property management expenses based on updated forecasts;
3. Updated other revenues based on latest forecast for loan collections, estimated interest on cash balances, and property income;
4. Updated Affordable Housing Set Aside budgets based on estimated timing of expenditures from the City of Portland Housing Bureau;
5. Adjusted administrative expenditures, primarily to address anticipated move expenditures that will be incurred before June 30, 2020; and
6. Program available resources in the Business and Workforce Equity Fund.

Mr. Barnes reviewed the purpose of the revision to the FY 2019-20 budget reflecting the downturn due to the pandemic. Mr. Barnes provided an overview of the changes in resources, expenditures, and revisions to programs and balancing implications.

Commissioner Moreland-Capuia asked whether Prosper Portland was currently receiving any relief on rent, utilities, or repayment options for the line of credit or the CARES Act. Executive Director Branam noted she will follow-up to see whether Prosper Portland might receive relief towards current rent/utilities but noted Portland City Council will determine how to distribute funds received from the CARES Act.

Chair Cruz called for a motion to approve Resolution 7370; Commissioner Platt moved and Commissioner Moreland-Capuia seconded the motion.

AYES: Cruz, Gambetti, Moreland-Capuia, Myers, Platt

NAYS: None

9. Action Item: Resolution 7371 – Authorizing the Executive Director to Execute a Letter of Agreement Between Prosper Portland and American Federation of State, County, and Municipal Employees, Council 75, Local 3769 Temporarily Amending the Parties' Collective Bargaining Agreement

Prosper Portland staff presenting this item
Sean Murray, Director of Human Resources

With this action, the Prosper Portland Board authorized the Executive Director to execute a Letter of Agreement (LOA) between Prosper Portland and American Federation of State, County, and Municipal Employees, Council 75, Local 3769 (AFSCME) which was negotiated by authorized representatives of Prosper Portland and AFSCME, temporarily amending the parties' Collective Bargaining Agreement (CBA). The LOA temporarily amends the CBA by setting forth the terms for furlough days for represented personnel, temporary salary reductions for management, and reductions in administrative materials and services costs in response to the COVID-19 pandemic.

Mr. Murray reviewed the terms of the LOA.

Chair Cruz called for a motion to approve Resolution 7371; Commissioner Myers moved and Commissioner Moreland-Capuia seconded the motion.

AYES: Cruz, Gambetti, Moreland-Capuia, Myers, Platt

NAYS: None

10. **Adjourn**

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 6:32 p.m.

Approved by the Prosper Portland Commission on June 13, 2020



Pam Feigenbutz, Recording Secretary