



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 August 14, 2019 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=edfupiAr_sc

1. Call to Order and Roll Call

Chair Gustavo Cruz called the meeting to order at approximately 3:05 p.m. Pam Feigenbutz, Prosper Portland Board recording secretary, called the Prosper Portland Board roll:

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

*Chair Cruz announced that per the City of Portland Charter, any unanimous vote with fewer than four commissioners would not take effect for 30 days from the date of the meeting. He added that Commissioner Gambetti would join the meeting by telephone for item No. 13.

2. Commissioner Reports

Commissioner Platt

- Attended the Hacienda Community Development Corporation negotiations with Portland Mercado on August 13
- Attended Key Bank's award event on August 14

Commissioner Myers

- Attended the Mayor's Press Conference on August 14

Chair Cruz

- Met with representatives of Micro Enterprise Services of Oregon and Prosper Portland at City Hall on August 9

3. Executive Director Report

- Spoke at the launch party for the Black American Chamber of Commerce on July 12
- Spoke at the Halsey Weidler Streetscape celebration on July 18
- Served as a panelist for the Bridgeline Reporting event series on July 18
- Participated in the Alberta Commons grand opening on July 20

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- Attended the Leach Botanical Garden expansion groundbreaking on August 1
- Toured Portland Youth Builders facility on August 8
- Plan to attend the Pitch-Black event on August 14
- Will participate in a panel discussion through 'Reimagining the Civic Commons' on August 19
- Announced the Jade Night Market is happening August 24 and August 31
- Announced the Division Midway Alliance Festival of Nations is happening September 7
- Announced the next meeting of the Russell & Williams Project Working Group is September 4

4. Meeting Minutes

Chair Cruz called for a motion to approve the July 10, 2019, Prosper Portland Board meeting minutes. Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

5. Public Comment for Items Not on Agenda

No public comment provided.

CONSENT AGENDA

6. Action Item: Resolution 7326 – Approving an Intergovernmental Agreement with the Multnomah County Library District for Improvements to the Multnomah County Central Library

Chair Cruz called for a motion to approve Resolution 7326; Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

7. Action Item: Resolution 7327 – Authorizing the Executive Director to Submit an Industrial Site Readiness Program Application for the ODOT Blocks Project in the Central Eastside Tax Increment Finance District

Chair Cruz called for a motion to approve Resolution 7326; Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

REGULAR AGENDA

8. Action Item: Resolution 7330 – Adopting a Five-Year Extension to the Old Town/Chinatown Action Plan

Prosper Portland staff presenting this item:
Bernie Kerosky, Project Manager 1

With this action, the Prosper Portland Board extended the Old Town/Chinatown Action Plan (Action Plan) for an additional five years, from fiscal year (FY) 2019-20 to FY 2023-24. This action affirmed Prosper Portland's commitment to neighborhood investment, business vitality, and district livability in Old Town/Chinatown (OTCT) through allocating over \$53,000,000 in tax increment finance resources.

Mr. Kerosky reviewed the purpose of the original Action Plan created in 2014 and noted the extension will be a refinement and continuation of the original Action Plan. Mr. Kerosky continued by stating there would be no change in boundaries but a renewed focus in the area north of Burnside and east of Broadway per the Old Town/Chinatown Community Association's (OTCTCA) recommendations. Mr. Kerosky provided an update on the requests for proposals for development partners for the NW 4th and Burnside and Block 25 properties.

Chair Cruz called forward guests to testify.

Helen Ying, Chair OTCTCA, shared her excitement around seeing evidence of the OTCT community coming together. She spoke of the board members developing relationships with local businesses and community members who are working well together. Ms. Ying also noted their board has been busy raising funds to support their efforts.

Lisa James, Executive Director, Lan Su Chinese Gardens (Gardens) and member of the OTCTCA Board spoke in favor of the five-year extension of the Action Plan. Ms. James highlighted the need for parking noting the Gardens attract over 200,000 visitors a year with a high representation of mature citizens who need easy accessibility.

Jordan Carter, Owner, Produce Portland located in OTCT. Mr. Carter enthusiastically shared his observations of business growth in OTCT and his sales are exceeding expectations.

Ruth Ann Barrett, resident, OTCT. Ms. Barrett shared concerns that few voices of diversity were included in the process, specifically, renters in low income housing.

Commissioner Platt asked Mr. Kerosky how the Broadway Corridor development was being factored into the Action Plan. Mr. Kerosky noted that during OTCT open house events the Broadway Corridor was discussed and that both entities want to help the other. Executive Director Branam added that a portion of the Broadway Corridor is located within OTCT boundaries and architect ZGF and others are considering how to activate and respect the history of the property which includes the Greyhound Bus Terminal and Union Station.

Chair Cruz called for a motion to approve Resolution 7330; Commissioner Myers moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

9. Action Item: Resolution 7331 – Authorizing the Sale of the Prosper Portland Owned Old-Town Lofts Commercial condominium at 411 NW Flanders Street, Unit 100 to the Oregon Nikkei Endowment for \$1,000,000

Prosper Portland staff presenting this item:
Bernie Kerosky, Project Manager I

With this action, the Prosper Portland Board authorized the Executive Director to execute a Land Sale Contract with the Oregon Nikkei Endowment for the purchase of a Prosper Portland-owned commercial condominium which will allow Oregon Nikkei Endowment, which has five permanent employees and currently rents space at 121 NW 2nd Avenue, to move its office, museum, gift shop, and event space into a permanent home.

Mr. Kerosky reiterated approval of the resolution provides the Oregon Nikkei Endowment with a permanent home located in the Downtown Waterfront Tax Increment Finance District. Moving to the new location will allow the organization to continue their work teaching citizens Japanese history and keep the history alive for the future.

Lynn Fuchigami Parks, Executive Director, Oregon Nikkei Endowment, expressed deep appreciation to the Prosper Portland Board for providing the opportunity to secure a home in the OTCT neighborhood which she stated was once a very large and vibrant Japantown.

Brian Kimura, Board Member, Oregon Nikkei Endowment, noted his organization also manages the Japanese-American Historical Plaza on the Portland waterfront. The proximately of the new location to the Memorial Plaza will bridge the two.

Chair Cruz called for a motion to approve Resolution 7331; Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

10. Action Item: Resolution 7335 – Adopting Changes to the Prosper Portland Social Equity Policy

Prosper Portland staff and guests presenting this item:
Mayra Arreola, Director of Equity, Governance & Communications
Court Morse, Equity & Inclusion Program Manager
Rana Uzzaman, Co-Chair Council for Economic and Racial Equity (CERE)

With this action, the Prosper Portland Board approved changes to both the Social Equity Policy renaming it Equity Policy and reorganized objectives in alignment with the Equity Framework.

Ms. Arreola provided an update on the implementation of Prosper Portland's equity efforts primarily focused on the previous two years and highlighted the work of Equity & Inclusion Program Manager, Court Morse. Ms. Arreola noted after reviewing feedback gathered from Prosper Portland staff, union, and outside consultant, it was identified that staff wanted more focus on internal cultural change and support in advancing the Strategic Plan. Ms. Arreola continued by highlighting some of the changes made and implemented which included recent hirings and revising the Individual and Agency Workplan.

Mr. Uzzaman noted that the Council for Economic and Racial Equity (CERE) is working in parallel with Prosper Portland around initiatives and strategic planning acting as an “equity audit committee”, bringing expertise from individuals of communities of color that have been impacted. He continued by stating the group provides an opportunity for voices to be heard and partnerships to be built.

Commissioner Platt asked how progress would be measure and tracked. Mr. Uzzaman responded he involves the community in conversations to see whether implemented changes were actually working in the neighborhoods or not.

Commissioner Platt requested the CERE committee continue working out how to define and measure progress so best practices can be shared, and commissioners can make better informed decisions.

Commissioner Myers stressed the importance of tracking business and workforce equity data separately.

Ms. Arreola introduced the Equity Framework noting its increased alignment with implementing the Strategic Plan, providing shared language throughout the agency and increasing access to resources and ongoing learning.

Ms. Morse detailed the activities of gathering information from staff, through one-on-one interviews, reviewing staff’s Individual Work Plans and team equity priorities, and by engaging public and private community stakeholders to create an equity inventory of Prosper Portland. The resulting information is being used to advance equity and support the larger vision of the Strategic Plan.

Mr. Uzzaman emphasized the importance of having management reflect staff of color, to understand the cultural norms and to relate in very different ways which helps with staff retention.

Commissioner Platt echoed Mr. Uzzaman’s statement and noted studies state most cultural change and innovation happens at the middle management level.

Chair Cruz called for a motion to approve Resolution 7335; Commissioner Myer’s moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

11. Action Item: Resolutions 7328 and 7329 - Approving the Terms of the Lents Town Center Phase 2 Project Involving the Development and Conveyance of Prosper Portland-Owned Real Property at SE 92nd Avenue and SE Harold Street in the Lents Town Center

Prosper Portland staff presenting this item:
Laura Alsenas, Senior Business Finance Officer
Allison Wicks, Project Manager I

With these actions the Prosper Portland Board authorized the Executive Director to negotiate and execute various real estate and funding agreements to complete Lents Town Center Phase 2, a mixed-use, mixed-income development project located on 4.8 acres of Prosper Portland-owned real property

at SE 92nd Avenue between SE Ramona Street and SE Harold Street in the Lents Town Center Tax Increment Finance district.

Ms. Wicks noted the action includes two resolutions and three land transactions: Bakery Blocks, SE 92nd and Harold, and Block F. The first two land transactions are with Palindrome Communities (Palindrome) and the last one with the Portland Housing Bureau (PHB). She continued by reviewing the development plans and public benefits for each site stating that all sites are required to comply with Prosper Portland's Business and Workforce Equity programs and Green Building Policy. Ms. Wicks shared the community engagement process and partnership lead to the public support for a public gathering space and an approximate 50/50 ratio of affordable and market-rate housing.

Ms. Alsenas reviewed the financial considerations for each project and associated public benefits noting if the actions were approved next steps would be to finalize the agreement with Palindrome and PHB.

Commissioner Myers asked what steps were taken to ensure the hiring policies and equitable contracting policy would be met. Ms. Wicks suggested Palindrome representatives speak to the question.

Chair Cruz called forward guests to testify.

Chad Rennaker, President, Palindrome, spoke of the great partnership with Prosper Portland and the outreach on the project.

Trudy Toliver, Executive Director, Portland's Market, noted the various activities created to celebrate diversity at the Lents Farmer's market. Ms. Toliver stated that 90 percent of the vendors are people of color or other immigrants and all vendors are represented by the flag of their nation of origin.

Robert Gibson, Palindrome, addressed Commissioner Myers question about compliance with Prosper Portland's workforce policies. Mr. Gibson stated they originally underestimated the amount of staff and time required to meet the requirements. Going forward staff capacity to comply for compliance will be kept in the forefront when selecting contactors.

Mr. Myers requested Mr. Gibson reach out to staff for assistance anytime they come up against a stumbling block to meet the requirements.

Chair Cruz asked Palindrome representatives how the plaza will be maintained and who would provide the programming.

Mr. Gibson replied Palindrome will provide maintenance and upkeep as well as security and oversight through their brewery operation which operates next-door to the plaza.

Chair Cruz called for a motion to approve Resolution 7328 and 7329; Commissioner Myer's moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

At approximately, 5:20 p.m., Chair Cruz adjourned the Prosper Portland Board Meeting and Convened the Local Contract Review Board

12. Action Item: Resolution 7332, 7333 and 7334 – Adopting Actions to Advance the Interim U.S. Postal Service Retail Post Office Relocation

Prosper Portland staff presenting this item:
Amy Edwards, Asset & Investment Manager

With these three actions the Prosper Portland Board approved the advancement of the conceptual design and construction of the interim U.S. Postal Service (USPS) Retail Post Office (Facility), a proposed 15,000 square foot facility to be constructed in the ground floor of the existing parking structure located on the Prosper Portland-owned property at the northeast corner of NW Hoyt Street and NW 9th Avenue in the River District tax increment finance (TIF) district. The three requested actions were:

1. **Local Contracting Review Board (LCRB) Resolution No. 7332: Adopting Findings in Support of and Exempting the Interim USPS Retail Post Office Design Services Contract with GBD Architects, Inc. (GBD) from a Competitive Solicitation Process.** This LCRB resolution exempts the project from the competitive solicitation process requirements in accordance with Oregon Revised Statutes 279B.085 and Prosper Portland’s LCRB Administrative Rules.
2. **Board Resolution No. 7333: Authorizing Entering into a Design Services Contract with GBD Architects, Inc. (GBD) in an Amount not to Exceed \$550,000 and Approving a Green Building Policy Exemption.** This resolution authorizes a Design Services Contract with GBD to complete 100 percent construction documents, secure approvals and permits as necessary, and administer construction of the Facility. The anticipated contract amount is \$550,000. This resolution also exempts the Facility from Prosper Portland’s Green Building Policy due to the interim nature of the improvements.
3. **LCRB Resolution No. 7334: Adopting Findings in Support of and Exempting the Interim USPS Retail Post Office Construction Manager/General Contractor Contract from Low-Bid Solicitation.** This LCRB resolution exempts the Facility from the low-bid solicitation process and permits staff to proceed with a competitive request for proposal solicitation for Construction Manager/General Contractor (CM/GC) services for construction of the Facility.

Ms. Edwards detailed the purpose of each item listed above. 1) The site poses unique challenges and GBD is familiar with USPS specs and has completed a conceptual design. 2) Due to the interim nature of the facility, an exemption for the Green Building Policy makes financial sense. 3) Using a CM/GC will save money and a low-bid would not allow for continued close collaboration with GBD, USPS and Prosper Portland what already exists. To date, GBD has been meeting Prosper Portland’s 20 percent equity utilization.

Executive Director Branam noted the project has been a very creative and collaborative process thus far.

Chair Cruz called for a motion to approve Resolution 7332, 7333 and 7334; Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

At approximately 5:30 p.m., Chair Cruz adjourned the Local Contract Review Board and reconvened the Prosper Portland Board Meeting.

At approximately 5:37 p.m., Chair Cruz welcomed Commissioner Gambetti to the Board meeting via telephone conference call.

13. Action Item: Resolution 7336 – Authorizing the Executive Director to Enter into Exclusive Negotiations with NY LIFE/REEP 220 NW Owner LLC for an Office Lease

Prosper Portland staff presenting this item:
Amy Edwards, Asset & Investment Manager

Commissioner Gambetti joined the meeting via telephone at 5:37 p.m.

With this action, the Prosper Portland Board authorized the Executive Director to enter into exclusive negotiations for a ten-year office lease agreement with NY Life/REEP 220 NW Owner LLC per the terms of Resolution No. 7336 and will move its operations to 220 NW 2nd Avenue by or on June 30, 2020.

Ms. Edwards noted that Prosper Portland's current lease is expiring in June 2020, creating the need to identify a cost-effective space that aligns with Prosper Portland's values. Ms. Edwards highlighted the benefits of moving to the new location, noting it is the most fiscally and programmatically sound choice, allowing staff to work on the same floor, providing 24-hour security, and it keeps Prosper Portland located in OTCT. She continued that annual cost savings are estimated at \$154,000.

Commissioner Myers shared that he had a potential conflict of interest and that he may have money in a pension that may have money in New York Life. He opted to participate in the conversation.

Chair Cruz called for a motion to approve Resolution 7336; Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Gambetti, Myers, Platt
NAYS: None

14. Adjourn

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 5:52 p.m.

Approved by the Prosper Portland Commission on September 11, 2019



Pam Feigenbutz, Recording Secretary