



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 November 13, 2019 Prosper Portland Board of Commissioners (Board) meeting held at the Immigrant Refugee Community Organization located at: 10301 NE Glisan St., Portland, OR 97220. The full video recording of this meeting can be found at: https://www.youtube.com/watch?v=OT_LIDZ91h4

1. Call to Order and Roll Call

Chair Gustavo Cruz called the meeting to order at approximately 6:05 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	ABSENT
Commissioner William Myers	PRESENT
Commissioner Peter Platt	PRESENT

2. Commissioner Reports

Commissioner Platt

- Spoke at Hacienda Community Development Corporation's annual gala on November 12

Commissioner Gambetti

- Nothing to report

Commissioner Myers

- Nothing to report

Chair Cruz

- Nothing to report

3. Executive Director Report – Lisa Abuaf spoke on behalf of Executive Director Kimberly Branam.

- November 5, Prosper Portland Director of Economic Development Tory Campbell spoke at the ribbon-cutting event for the Alberta Heritage Markers
- November 7, the City of Portland's Office of Government Relations presented the 2nd Annual City of Portland Tribal Nations Summit
- November 7, Chair Cruz attended the Earl Blumenauer Bicycle and Pedestrian Bridge Groundbreaking event
- November 8 and November 9, the fifth edition of My People's Market was held at Self Enhancement Inc.
- The Portland Film Office will award a total of \$20,000 to four local filmmakers as recipients of the Portland Post Production grant program
- November 14, Commissioner Moreland-Capua will join leadership from the Portland Bureau of Transportation, Oregon Health & Science University, and Business Oregon for the SW Bond Avenue Ribbon Cutting ceremony

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- November 14, Prosper Portland will present at the Commercial Real Estate Women's lunch program
- November 14, Perkins and Company will be hosting the Real Estate Connection
- November 20, Prosper Portland, Multnomah County, and Energy Trust of Oregon will present the PropertyFit Developer Forum and Reception

4. Meeting Minutes

Chair Cruz called for a motion to approve the October 9, 2019, Prosper Portland Board meeting minutes. Commissioner Myers moved and Commissioner Platt seconded the motion.

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

5. Public Comment for Items Not on Agenda

No public comment provided.

CONSENT AGENDA

6. Action Item: Resolution 7346 – Accepting a \$500,000 Brownfields Cleanup Grant from the Environmental Protection Agency for the United States Postal Service Site

Chair Cruz called for a motion to approve Resolution 7346; Commissioner Gambetti moved and Commissioner Myers seconded the motion.

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

At approximately 6:13 p.m., Chair Cruz adjourned the Prosper Portland Board meeting and convened the Local Contract Review Board

REGULAR AGENDA

7. Action Item: Resolution 7345 – Adopting Findings in Support of and Exempting the Abatement and Demolition of Certain Structures on the United States Postal Service Property Located at 715 NW Hoyt from Low-Bid Selection Processes

Prosper Portland staff presenting this item:
Sarah Harpole, Project Manager I

With this action, the Prosper Portland Board approved the advancement of abatement and demolition of the Processing and Distribution Center (P&DC) and associated utility infrastructure, and the Vehicle Maintenance Facility (VMF), located on the Prosper Portland-owned property at 715 NW Hoyt Street in the River District tax increment finance district.

Approval exempts the building demolitions from the low-bid solicitation process and permits staff to proceed with competitive request for proposal solicitations for Construction Manager/General Contractor (CM/GC) services for i.) the demolition of the P&DC; and ii.) and the demolition of the VMF.

Ms. Harpole reported findings which demonstrate approval of the resolution will not diminish competition and could result in substantial cost savings for Prosper Portland. In addition, the Healthy Communities Coalition is in support of pursuing an alternative contracting process. Ms. Harpole continued by reviewing the CM/GC solicitations, development phasing, and considerations of the following, 1.) scope of work, 2.) communications, 3.) timing, 4.) partnerships, 5.) Community Benefits Agreement, and 6.) project schedule.

Chair Cruz called for a motion to approve Resolution 7345; Commissioner Myers moved and Commissioner Gambetti seconded the motion.

AYES: Cruz, Gambetti, Myers, Platt

NAYS: None

At approximately 6:20 p.m., Chair Cruz adjourned the Local Contract Review Board and reconvened the Prosper Portland Board meeting.

8. Information Item: – Update on Workforce Development Services

Prosper Portland staff presenting this item:

Amy Fleck-Rosete, Project Manager II

Stacey Triplett, Community Investment Manager, Worksystems

Ms. Fleck-Rosete reminded the Board that in July 2019 they approved the annual contract between Prosper Portland and Worksystems to administer youth and adult workforce development services. Ms. Fleck-Rosete iterated the program supports people and neighborhoods, prioritizing underserved populations in the City of Portland including the Neighborhood Prosperity Network districts.

Ms. Triplett provided an overview of programs funded and outcomes, including program design, accomplishments and support service details highlighting specifically jobs, neighborhood supports such as the Workforce Navigator program and the youth programs. Ms. Triplett concluded by describing how Worksystems receives its funding.

Commissioner Platt asked where the majority of funding was going, i.e., to adult and or youth. Ms. Triplett asked to get back to staff with the information.

Commissioner Platt requested follow-up data on what type of industry participants were obtaining employment after successfully completing the program.

Commissioner Cruz invited guests to testify.

Surya Joshi, Career Coach, IRCO read a letter from a workforce recipient who was unable to attend the meeting.

Derek Charlebois, Career Coach, IRCO, testified on behalf of a youth in the NextGen program who completed the program and is preparing to apply for an apprenticeship to work towards becoming a general laborer.

9. Action Item: Resolution 7347 – Authorizing the First Amendment to the Subrecipient Contract with Livelihood NW to Implement a Portion of the Inclusive Business Resource Network During Fiscal Year 1019-20

Prosper Portland staff presenting this item:

Katherine Krajnak, Project Manager I

Morgan Masterman, Project Manager I

With this action, the Prosper Portland Board authorized the executive director to enter into a contract amendment with Livelihood NW (formerly Portland State University Business Outreach Program) to provide microenterprise development, small business growth, and support for businesses impacted by the Powell-Division Action Plan in fiscal year 2019-20.

Ms. Krajnak noted the IBRN program is a network of 17 partner organizations all funded by Prosper Portland by which over one thousand entrepreneurs, seventy-two percent people of color and seventy-eight percent led by women are served. Services are delivered through the partners of whom a majority are rooted in communities of color. Partners actively provide input and inform necessary adjustments to the program. Ms. Krajnak walked the Board through a “client journey” while accessing the IBRN program.

Ms. Park reviewed Mercatus, a story-telling platform by which underrepresented entrepreneurs share their personal business journey and stories. The stories serve to dismantle the dominant narrative of entrepreneurship. The magazine features a full directory of five hundred and twenty-four members, business stories and topics that are pressing for entrepreneurs of color. Additionally, events and creative programming (which is informed by the entrepreneurs) bring business owners together for mentorship, resource navigation and business opportunities.

Chair Cruz invited guests to testify.

Gavin D’Avanther, Senior Business Advisor, Livelihood Northwest, read from a letter detailing Livelihood Northwest’s services to entrepreneurs of color.

Chair Cruz called for a motion to approve Resolution 7347; Commissioner Gambetti moved and Commissioner Platt seconded the motion.

AYES: Cruz, Gambetti, Myers, Platt

NAYS: None

10. Action Item: Resolution 7348 – Authorizing an Intergovernmental Agreement Among Prosper Portland, the City of Portland Office of Management and Finance and the City of Portland Office of Equity and Human rights, and Other Actions to Implement the Community Opportunities and Enhancement Program

Prosper Portland staff presenting this item:

Tory Campbell, Director of Economic Development

Morgan Masterman, Project Manager I

With this action, the Prosper Portland Board authorized the Executive Director to execute an intergovernmental agreement (IGA) with the City of Portland (City) Office of Management and Finance, Office of Equity and Human Rights for the purpose of implementing the Community Opportunities and Enhancements Program (COEP). The Prosper Portland Board also authorized the Executive Director to take actions to accept approximately \$300,000 from the Portland Housing Bureau to support the business assistance and/or workforce assistance goals of COEP, which may come in the form of an amendment to an existing IGA with PHB.

Ms. Masterman described Prosper Portland's role in the COEP program which is to implement a service delivery program on behalf of the City to build a pipeline to increase diversity and equity in construction through a series of service delivery contracts. The intention is to fund business technical assistance and workforce assistance for people of color in the construction trade. Ms. Masterman provided an overview of the IGA which outlines the roles and responsibilities of each organization in implementing the COEP program.

Chair Cruz called for a motion to approve Resolution 7348; Commissioner Myers moved and Commissioner Gambetti seconded the motion.

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

11. Action Item: Resolutions 7349 – Approving Guidelines of the Revenue-Based Financing and Creating Opportunity Loan Programs

Prosper Portland staff presenting this item:
Kay Little, Strategic Capital Improvement Consultant

With this action, the Prosper Portland Board approved program guidelines (Program Guidelines) for the Revenue-Based Financing (RBF) and Creating Opportunity (CO) loan programs, new financial tools designed to meet the needs of traded sector companies in industries defined in Prosper Portland's Strategic Plan.

Mr. Little described the creation, purpose, and features of the loan programs. Having convened conventional and alternative lenders, technical assistant providers, community members and others, they assessed where gaps were in the market for business financing. They learned there were different needs for different businesses leading to the creation of the two loan programs, RBF and CO respectively. RBF assisting businesses with erratic revenue and CO for businesses with more stable and predictable revenue. In partnership with the Council for Economic & Racial Equity, staff identified how equity practitioners would work with the businesses. Mr. Little noted in autumn 2021, after a two-year pilot, staff will make any necessary changes to the Program Guidelines and seek Prosper Portland Board approval as permanent loan programs with dedicated funding.

Chair Cruz called forward guests to testify.

Robin Wang, Ascent Funding and member, Council for Economic & Racial Equity spoke of meeting in small and large group committees and her appreciation that feedback was incorporated into the programs.

Chair Cruz called for a motion to approve Resolution 7349; Commissioner Gambetti moved and Commissioner Platt seconded the motion.

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

12. Action Item: Resolution 7350 – Adopting Budget Amendment No. 2 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 formally amended the current fiscal year (FY) 2019-20 budget for the second time in the following ways:

- Adjusted beginning fund balances to reflect actual FY 2018-19 year-end balances;
- Updated other revenues based on latest forecast for loan collections, estimated interest on cash balances, and property income;
- Updated project, program, and administrative expenditures that are underway for committed carryover of funds that did not spend in the prior fiscal year;
- Updated Affordable Housing Set Aside budgets based on estimated timing of expenditures from the City of Portland (City) Housing Bureau;
- Adjusted General Fund expenditures according to City Fall Budget Monitoring Process adjustments;
- Adjusted administrative expenditures, primarily to address anticipated move expenditures that will be incurred before June 30, 2020; and
- Added the Construction Opportunities and Enhancements Program (COEP) fund and estimated revenues and expenditures.

Mr. Barnes provided an updated forecast based upon updated resources and highlighted several projects and programs. In addition, Mr. Barnes shared an update on the budget monitoring process.

Chair Cruz called for a motion to approve Resolution 7350; Commissioner Myers moved and Commissioner Gambetti seconded the motion.

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

13. Adjourn

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 8:00 p.m.

Approved by the Prosper Portland Commission on January 15, 2020



Pam Feigenbutz, Recording Secretary

Feigenbutz, Pam

From: Douglas, Justin
Sent: Wednesday, November 13, 2019 6:18 PM
To: Prosper-DL Commissioners
Subject: Fwd: Official Testimony from Healthy Communities Coalition RE USPS Abatement and Demolition

Commissioners - please see below.

Justin

----- Original message -----

From: "Harpole, Sarah" <HarpoleS@ProsperPortland.us>
Date: 11/13/19 5:56 PM (GMT-08:00)
To: "Douglas, Justin" <DouglasJ@ProsperPortland.us>
Subject: Fwd: Official Testimony from Healthy Communities Coalition RE USPS Abatement and Demolition

Begin forwarded message:

From: Lisa Hubbard <lisa.s.hubbard@gmail.com>
Date: November 13, 2019 at 5:13:05 PM PST
To: "Harpole, Sarah" <HarpoleS@ProsperPortland.us>
Subject: Official Testimony from Healthy Communities Coalition RE USPS Abatement and Demolition

Please accept this as written testimony from the Healthy Communities Coalition regarding:

**ABATEMENT AND DEMOLITION OF STRUCTURES ON THE US POST OFFICE
PROPERTY**

For two years, members of the Healthy Communities Coalition have been working with Prosper Portland to realize a shared goal of ensuring that our City's black, indigenous and people of color communities see living wage jobs, affordable housing and environmental sustainability resulting from redevelopment of the Broadway Corridor.

Our Coalition of more than 20 organizations including Portland's communities of color, environmental groups, small businesses, transportation advocates and organized workers in the construction, public and service sectors is determined to negotiate the City's first-ever, comprehensive, legally-binding set of community benefits for the 24 acres of prime land in downtown Portland.

We want to ensure that the City of Portland and Prosper Portland work alongside us to negotiate standard-setting new benefits for the \$40+ million public investment that the Broadway Corridor represents, which in turn makes nearly \$1 billion of private investment possible on this site. In the past, redevelopment has amplified the historic and harmful

economic, racial, social and environmental disparities that exist in Portland. It's time to change course.

We believe that demolition of the USPS and site preparation are key initial components of Broadway Corridor redevelopment and should include a Community Benefits Agreement (CBA) that ensures good living wage jobs for the workers employed to do this work.

A CBA establishing standards for demolition work is consistent with and supportive of the bidding process that Prosper Portland is proposing for this work.

We want Prosper Portland to commit to ensuring that a legally binding CBA is included as part of demolition of the USPS. To that end, we expect that Prosper Portland will include language in requests for proposals (RFPs) that explicitly states that Prosper is in active negotiations with the Healthy Communities Coalition to finalize a Community Benefits Agreement (CBA), which will apply to this demolition work.

Please let the Coalition know if you require additional information.

Thank you,

--

Lisa Hubbard
Healthy Communities Coalition Coordinator
213-716-2172