

Williams & Russell Project Working Group (PWG)

Wednesday March 4, 2020, 5:30 – 8:00pm

New Song Community Church, 2511 NE MLK Blvd.

Meeting desired outcomes:

- Update on Maximum Indebtedness increase proposed for Interstate Corridor
- Review and approval of the new subcommittee structure

Meeting Minutes: On March 4, 2020, **Dr. Steven Holt** opened the Project Working Group (PWG) public meeting at 5:40 p.m. at the New Song Community Church.

1. Update on Maximum Indebtedness, Leslie Goodlow shared that on Wednesday, March 11 the Prosper Portland Board of Commissioners will be presented with a resolution requesting to approve the process to increase the Maximum Indebtedness of the Interstate Corridor. If approved, this action would increase the total amount of dollars available for a total of \$65 million dollars. From this total, \$47 million dollars or 70% of funds, would be allocated to Portland Housing Bureau (PHB) for affordable housing. The PHB has four housing projects they would propose to use these funds for. The amount committed for housing on the Williams and Russell site depends on how many units would be built. Currently, there is \$10 million dollars set aside for building housing on the Williams and Russell site.

The remaining \$18 million dollars, or 30% of funds, would be allocated to Prosper Portland to oversee for economic development opportunities. Prosper Portland would be responsible for allocating the \$18 million of funds to efforts that are in alignment with the N/NE Community Development Initiative Action Plan.

On Wednesday, March 11 the Prosper Portland Board will also be presented with the resolution for the inclusion of the Williams and Russell property into the Interstate Corridor Urban Renewal Area. The Prosper Portland Board of Commissioners will be voting on these two resolutions during the March 11 meeting. The Maximum Indebtedness approval is a year long process, which will go before City Council to make a decision.

2. Co-Chair Updates: Lakeitha Elliott shared the Community Engagement committee will be meeting in two weeks to review the draft of the community engagement report and analyze the results. Denetta Monk of Urban League has resigned from the PWG. The PWG will need to review the total number of members who attend meetings regularly to ensure there are enough members present to vote on upcoming documents for the site development based on the Charter.

Bryson Davis provided an update from the last Development and Finance subcommittee meeting, during which members discussed the new proposal for subcommittee structures aligned with benchmarks to accomplish releasing a Request for Proposals (RFP) to developers for the Williams and Russell site by September 2020.

3. Review and Approval of the New Subcommittee Structure

The PWG discussed taking a vote to approve the proposal for restructuring the current subcommittees into smaller subcommittees to execute specific agenda items to reach development goals on a short timeline. The new subcommittee structure is proposed as follows:

- A Request for Interest (RFI) Subcommittee will provide feedback on the current draft of the RFI document written by Leslie Goodlow (PHB). The RFI is intended to reach interested parties and will be released in March. The RFI will consist of five or six questions to potential partners who have an interest in development of the site. The purpose of the RFI is to hear ideas for partnership and involvement in the development from community-based organizations.
- An Ownership Subcommittee will work with Legacy and Prosper to create a proposal for who owns the site moving forward.
- A Guiding Principles Subcommittee will be charged with organizing the guiding principle components that will be used as the basis of the key values to include in a Community Benefit Agreement (CBA) discussion and is derived from the priorities identified through the community outreach that was completed.
- A Request for Proposals (RFP) Subcommittee will draft the RFP document and present to PWG at large for review and approval.
- The Community Engagement subcommittee will be presenting reports and information to the community at large, rather than gathering information.

An updated reverse phase schedule timeline and benchmarks were provided in a Gantt chart model to illustrate the project schedule and tentative deliverable dates. The five subcommittees would work simultaneously on deliverables in partnership with Prosper Portland staff, who will provide technical assistance and templates of documents. There was concern regarding the timeline of the RFP subcommittee beginning to draft the RFP document before the Guiding Principles subcommittee has completed their work.

There was a request to add a meeting with the PWG at large to review responses to the RFI into the Gantt chart. The PWG discussed the role of the Guiding Principles Subcommittee in negotiations for Community Benefits Agreements (CBA). The CBA discussion will occur with the developer(s) chosen to allow them to be a part of the process, which is a decision and discussion that will occur after the RFP selection and when the PWG Charter ends. There was a request to have training and technical

assistance on creating documents in the Guiding Principles subcommittee to ensure the information will be easily translated into the CBA negotiations after September.

The PWG decided that the PWG at large would provide feedback on subcommittee deliverables which would be coordinated by the co-chairs to ensure members are on necessary communication channels. Leslie and **MinNefer Mernahkem** will be creating the drafts and templates of the deliverables for subcommittees to start from. The Co-chairs will be on several of the subcommittees and will be informed about the progress as it occurs on other subcommittees.

Bryson made the motion to vote to approve the new subcommittee structure which dissolves the Development and Finance subcommittee and replaces it with the new five subcommittees structure. Lakeitha seconded the motion. The motion was approved unanimously by PWG members.

PWG members self-elected to join the four newly formed subcommittees as follows:

- RFI Subcommittee: James, Jillian. Walter expressed interest previously (not present).
- Guiding Principles Subcommittee: Joy, Justice. Additional members will be requested to join this subcommittee.
- Ownership Subcommittee: Sharon, Michael, Stephen, Anthony. Leslie (PHB) and Charles (Legacy) representing institutions will provide support but remain non-voting members.
- RFP Subcommittee: Chabre, Sharon Maxwell, Tony Hopson, Stephen Green. Mustafa (Mayor's Office) and Leslie (PHB) will provide support but remain non-voting members.
- Community Engagement Subcommittee: membership staying the same.

4. Discuss future agenda items and confirm meetings on April 1st, May 6th, June 3rd

The PWG discussed the need to assign benchmark/deliverables outlined in Gantt chart to agendas for upcoming meetings. Prosper committed to provide the report out from community engagement efforts prior to the next meeting on April 1 to ensure the results can be utilized by various subcommittees to inform their work.

The group discussed the potential tension between and selection of community priorities and conflicting goals, such as wealth creation and affordable housing, acknowledging the community priorities have not been decided yet and will be based on the review of the survey comments and results. Leslie shared that if affordable housing is identified as a priority for the Williams Russell site, the N/NE Preference Policy will apply to affordable units and would be eligible for funding from the Interstate Corridor Tax Increment Financing (TIF). The N/NE Preference Policy would also apply to homeownership.

The PWG considered including a meeting to discuss community priorities for wealth creation through homeownership or affordable housing on the Gantt chart and that, if wealth creation is identified as a community priority, it needs to be discussed with the PWG at large to vote for approval. Leslie suggested PWG members view a recently shared article by City Lab , [“How to Actually Close the Racial Wealth Gap”](#) to understand the most recent information shared on closing the racial wealth gap. Lakeitha shared that the survey comments from the engagement report will be analyzed to determine which priority is higher, and that several of the survey results are close in ranking. Responses to the RFI will also inform project considerations for the site.

Mjayi shared that a Market Analysis for the Williams and Russell site has been completed by Johnson Economics and will be shared with the PWG and discussed at a future meeting. This report provides data about neighborhood needs and demands from a market perspective. The Market Analysis report can also help inform the discussion about homeownership or affordable housing. **James Faison** recognized a lot of retail/commercial space is sitting empty. There is higher need to have community space.

5. Prosper Portland: New Development Manager Introductions

Nancy Wilson was introduced as the new Development Manager at Prosper Portland who will be managing the agency’s work in North/Northeast and in the Central Eastside as well as the agency’s grant programs and affordable commercial efforts. Nancy brings over twenty years of experience in community development, affordable housing and project management to support the Williams and Russell site development.

Dr. Holt opened the discussion up for public comment, and no public comment was provided. The meeting adjourned at 7:05PM.

Summary of Action Items

Williams Russell Project Working Group Meeting #30 – March 4, 2020

#	Item Description	Task Assignment	Status of Deliverable
1	Review the total number of PWG members who attend meetings regularly to ensure there are enough members present to vote on upcoming documents for the site development.	Lead: Support:	
2	Add Gantt chart and updated timeline with deliverables to the Williams and Russell project website.	Lead: Support:	
3	Requested meetings to add to Gantt chart: 1) Meeting with the PWG at large to review responses to the RFI 2) Discussion with PWG at large of community priorities, specifically affordable housing versus homeownership and wealth creation.	Lead: Support:	
4	There was a request to receive training and technical assistance on creating documents in the Guiding Principles subcommittee to ensure the information will be easily translated into the CBA negotiations after September.	Lead: Support:	
5	The Guiding Principles Subcommittee currently has two members (Joy, Justice). Additional PWG members need to be invited to join this subcommittee to reach the ideal number of 3-4 members.	Lead: Support:	
6	There was a request to assign benchmark/deliverables outlined in Gantt chart to agendas for upcoming meetings.	Lead: Support:	

7	The report out from community engagement efforts will be shared prior to the next PWG meeting on April 1 to ensure the results can be utilized by various subcommittees to inform their work, specifically the Guiding Principles subcommittee that will begin in April.	Lead: Support:	
8	Share the Market Analysis document for the Williams and Russell site with PWG members for review.	Lead: Support:	

Members present: Co-Chair Lakeitha Elliott, Co-Chair Bryson Davis, Stephen Green, Charles Wilhoite (Legacy Health), Michael Alexander, Sharon Maxwell, Justice Rajee, Cupid Alexander (Mayor’s Office), Leslie Goodlow (Portland Housing Bureau), Jillian Saurage, Tony Hopson, Joy Alise-Davis, E.D. Mondaine, James Faison, Stephen Green, Anthony Deloney

Members not present: Denetta Monk, Mustafa Washington, Walter Robinson II, Karis Stoudamire-Phillips, E.D. Dr. Alisha Moreland-Capuia, Chabre Vickers

Facilitator: Dr. Steven Holt