

## **Williams & Russell Project Working Group Meeting Minutes** **Wednesday April 29, 2020, 12:00 -1:15 pm**

**Meeting desired outcome:** To provide updates on the Williams and Russell project, share information with other African American groups within the community and create a better understanding of the community led development of the property.

- Review & Discuss the RFI
- Update on Additional Subcommittees
- Project Schedule and Next Steps

**Meeting Minutes:** On April 29, 2020 **Dr. Steven Holt** opened the Project Working Group (PWG) public meeting via Zoom and the following is a brief outline of what was discussed.

- 1. Co-Chair Updates: Bryson Davis** gave an update of the ownership subcommittee meetings which is talking about ownership structures for the project moving forward. The subcommittee has narrowed the ownership structure down to 2 preferred options, and will have a proposal for the PWG consideration in the next couple of meetings. **Charles Wilhoite** expressed interest in joining this subcommittee.
- 2. Update on Request for Information (RFI): Mjayi Mernahkem** let the PWG know that he has been working on a draft of the Request for Information (RFI) based on the subcommittee's work and is in the process of working with Prosper's communication team to finalize layout. He requested PWG members to share any email addresses or names that the PWG may want to receive the RFI so he can add them to the distribution list. The goal is to release the RFI on May 1 and to provide the community 30 days to reply. **Leslie Goodlow** reiterated that it is important to get the RFI out to as many people as possible so that no one feels unaware of the opportunity. Staff provided an overview of the RFI and they're are planning to hold a public meeting to provide the community more information about the solicitation. Mjayi committed to send the RFI out to the PWG when complete for them to distribute it to their networks.
- 3. Update on PWG Subcommittees:** Bryson expressed interest in getting the Request for Proposals (RFP) subcommittee started. He offered to email that subcommittee so that they can start meeting. The RFP subcommittee will incorporate information and work closely with other subcommittees like the Ownership subcommittee and the Engagement subcommittee. The PWG members who expressed interest in being on the RFP subcommittee include: Chabre, Tony, Mustafa, Leslie and Stephen. If other committee members want to join, they should let Stephen Green know.

**Joy Alise Davis** asked if there is a list of the outcomes and deliverables needed by each subcommittee to meet the timeline of the RFP. The PWG discussed that the Guiding Principles subcommittee has not met yet and will need to meet soon to describe the guiding principles and community benefit priorities for the RFP. Joy Alise inquired if there is a budget for the Guiding Principles subcommittee. Mjayi shared there's no

specific budget for the subcommittee work, but there is remaining PWG budget through the Meyer Memorial Trust grant that could be allocated for this committee. Joy Alise expressed concern that no members of the PWG have experience with preparing Community Benefit Agreements and there is a need for a consultant to facilitate this process. **Lisa Abuaf** offered to work with the subcommittee on the information they'd like and a related scope of work and then to reach out to consultants and subject matter experts that were part of the Broadway Corridor process. **Stephen Green** agreed with Joy Alise's sentiment of the need to get a consultant to provide expertise related to Community Benefit Agreements. Lisa shared the names of consultants that worked on the Broadway Corridor project and some background information regarding their expertise. The PWG and Guiding Principles subcommittee agreed to work with a consultant to get additional information about Community Benefit Agreements as part of the RFP drafting process.

Dr. Holt opened the discussion up for public comment, and no public comment was provided. The meeting was adjourned.

## PWG - Meeting Attendance Record

	Name	Representing	Email
✓	<b>Bryson Davis, CoChair</b>	Soul District Business Association (SBDA)	<a href="mailto:bdavis@sussmanshank.com">bdavis@sussmanshank.com</a>
✓	<b>Lakeitha Elliott, CoChair</b>	Community at large	<a href="mailto:lakeithaelliott@gmail.com">lakeithaelliott@gmail.com</a>
	<b>Cupid Alexander</b>	City of Portland, Mayor's Office	<a href="mailto:cupid.alexander@portlandoregon.gov">cupid.alexander@portlandoregon.gov</a>
✓	<b>Michael Alexander</b>	Black United Fund & Portland Opportunities Industrialization Center (POIC)	<a href="mailto:mcalexhog@aol.com">mcalexhog@aol.com</a>
✓	<b>Joy Alise Davis</b>	Portland African-American Leadership Forum (PAALF)	<a href="mailto:joy@paalf.org">joy@paalf.org</a>
✓	<b>Anthony Deloney</b>	Self Enhancement Inc (SEI)	<a href="mailto:anthonyd@selfenhancement.org">anthonyd@selfenhancement.org</a>
✓	<b>James Faison</b>	Professional Business Development Group (PBDG)	<a href="mailto:info@faisonconstruction.com">info@faisonconstruction.com</a>
✓	<b>Leslie Goodlow</b>	City of Portland, Portland Housing Bureau	<a href="mailto:Leslie.Goodlow@portlandoregon.gov">Leslie.Goodlow@portlandoregon.gov</a>
✓	<b>Stephen Green</b>	Black Investment Consortium for Economic Progress (BICEP)	<a href="mailto:greenerpasturesnw@gmail.com">greenerpasturesnw@gmail.com</a>
	<b>Tony Hopson</b>	Self Enhancement Inc (SEI)	<a href="mailto:tonyh@selfenhancement.org">tonyh@selfenhancement.org</a>
✓	<b>E.D. Mondainé</b>	Portland National Association for the Advancement of Colored People (NAACP)	<a href="mailto:edmondaine@ctoregon.org">edmondaine@ctoregon.org</a>
✓	<b>Justice Rajee</b>	Portland Opportunities Industrialization Center (POIC)	<a href="mailto:jrajee@portlandoic.org">jrajee@portlandoic.org</a>
✓	<b>Walter Robinson</b>	Portland African-American Leadership Forum (PAALF) & Urban League	<a href="mailto:wlrri45@gmail.com">wlrri45@gmail.com</a>
✓	<b>Jillian Saurage</b>	North/Northeast Housing Strategy Committee	<a href="mailto:jily99@gmail.com">jily99@gmail.com</a>
	<b>Karis Stoudamire Phillips</b>	North/Northeast Community Development Initiative Oversight Committee	<a href="mailto:karis.stoudamirephillips@modahealth.com">karis.stoudamirephillips@modahealth.com</a>
✓	<b>Chabre Vickers</b>	Wells Fargo	<a href="mailto:Chabre.L.vickers@wellsfargo.com">Chabre.L.vickers@wellsfargo.com</a>
✓	<b>Charles Wilhoite</b>	Legacy Health, Board of Directors	<a href="mailto:cawilhoite@willamette.com">cawilhoite@willamette.com</a>

### Additional Attendees:

✓	<b>Vicki Guinn</b>	Legacy Health	<a href="mailto:vguinn@lhs.org">vguinn@lhs.org</a>
✓	<b>Nancy Wilson</b>	Prosper Portland	<a href="mailto:wilsonn@prosperportland.us">wilsonn@prosperportland.us</a>
✓	<b>MinNefer Mernahkem</b>	Prosper Portland	<a href="mailto:mernahkemm@prosperportland.us">mernahkemm@prosperportland.us</a>
✓	<b>Lisa Abuaf</b>	Prosper Portland	<a href="mailto:abuafi@prosperportland.us">abuafi@prosperportland.us</a>
✓	<b>Sharon Smith</b>	Prosper Portland	<a href="mailto:smiths@prosperportland.us">smiths@prosperportland.us</a>

### Action Item Log

1.	Share names of individuals/firms to receive the RFI solicitation and issue RFI.
2.	Complete Ownership subcommittee recommendation
3.	Start Guiding Principles subcommittee work and reach out to Community Benefit Agreement consultant to support subcommittee and PWG work.