



Building an Equitable Economy

Gustavo J. Cruz, Jr.
Chair

Francesca Gambetti
Commissioner

William Myers
Commissioner

Peter Platt
Commissioner

Serena Stoudamire Wesley
Commissioner

Ted Wheeler
Mayor

Kimberly Branam
Executive Director

This document represents the official meeting record of the June 9, 2021, 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=pP5QZCKKFHw>

At approximately, 3:05 p.m., David Barringer, Chair of the Tax Supervising and Conservation Commissioner (TSCC) convened the TSCC public hearing.

1. Information Item: Tax Supervising and Conservation Commission (TSCC) Public Hearing on and Certification of the Fiscal Year 2021-22 Approved Budget

TSCC Commissioners and Staff presenting this item:

Commissioners: David Barringer, Margo Norton, James Ofsink, Mark Wubbold, Harmony Quiroz; Staff: Craig L. Gibbons, Tunie Betschart

The TSCC held a public hearing on Prosper Portland’s fiscal year (FY) 2021-22 Approved Budget.

During the public hearing, the TSCC provided its review of the FY 2021-22 Approved Budget, asked questions of the Prosper Portland Board members and provided an opportunity for public testimony. The TSCC recommended the budget be certified without any changes or recommendations.

At approximately 3:54 p.m., TSCC Chair David Barringer adjourned the TSCC public hearing.

2. Call to Order and Roll Call

Chair Gustavo Cruz called the Prosper Portland Board meeting to order at approximately 3:55 p.m. Pam Feigenbutz, Prosper Portland Board recording secretary, called the roll:

Chair Gustavo Cruz	PRESENT
Commissioner Francesca Gambetti	ABSENT*
Commissioner William Myers	PRESENT
Commissioner Peter Platt	PRESENT
Commissioner Serena Stoudamire Wesley	ABSENT

*Commissioner Gambetti joined the meeting from 4:00 p.m. to 4:15 p.m. for item no. 7.

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. Prosper Portland has provided access for the public to listen to the audio broadcast of this meeting (see above). The public can also provide written testimony to the Commission by emailing ProsperCommissioners@ProsperPortland.us

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3. Commissioner Reports

Commissioner Myers

- Attended the Economic Recovery Task Force meeting on May 25

Commissioner Platt

- Chaired the Hacienda Board Community Development Corporation meeting on May 7

Chair Cruz

- Nothing to report

4. Executive Director Report

- Along with Commissioner Gambetti attended the Williams and Russell Project Working Group virtual community meeting on June 2
- Noted multiple ways in which Prosper Portland is supporting PRIDE Month
- Highlighted several Prosper Portland sponsored or led events through the month of August

5. Meeting Minutes

Chair Cruz called for a motion to approve the May 12, 2021, Prosper Portland Board meeting minutes. Commissioner Myers moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt

NAYS: None

6. Public Comment for Items Not on Agenda

None received.

REGULAR AGENDA

7. Action Item: Resolution 7417 - Adopting the Annual Budget of Prosper Portland for the Fiscal Year Beginning July 1, 2021, and Ending June 30, 2022; and Making Appropriations

Prosper Portland staff presenting this item:

Tony Barnes, Finance Manager

With this action, the Prosper Portland Board formally adopted Prosper Portland's fiscal year (FY) 2021-22 Recommended Budget, effective July 1, 2021. The Prosper Portland Board's adoption of the FY 2021-22 Recommended Budget represents the final phase of the FY 2021-22 budget process, which began in November 2020.

Mr. Barnes reviewed the budget timeline, council actions, and compared the requested and approved budget items. Mr. Barnes continued by summarizing the changes to the budget resources and requirements.

Chair Cruz called for a motion to approve Resolution 7417; Commissioner Platt moved and Commissioner Myers seconded the motion.

AYES: Cruz, Gambetti, Myers, Platt

NAYS: None

8. Action Item: Resolution 7418 - Authorizing a Grant to Greater Portland Inc. for Fiscal Year 2021-22

Prosper Portland staff presenting this item:
Pam Neal, Business & Industry Team Manager
Brittany Bagent, Vice President, Strategy, GPI

With this action, the Prosper Portland Board authorized the Executive Director to execute a Grant Agreement (Grant) between Prosper Portland and Greater Portland Inc. (GPI) in an amount not to exceed \$70,000 to support regional business recruitment, marketing, and export coordination in fiscal year (FY) 2021-22. The Grant may be renewed for two additional years in an amount to be negotiated by the parties but not to exceed \$75,000 per year, for FY 2022-23 and FY 2023-24. This is the ninth year that Prosper Portland has provided a grant to GPI; since the cumulative grant amount disbursed to GPI has exceeded the Executive Director's \$500,000 threshold for financial support, this action was presented to the Prosper Portland Board for approval.

Ms. Neal reviewed the item's alignment with Prosper Portland's Strategic Plan and subsequent outcomes. Ms. Neal summarized the history of Prosper Portland's investment in GPI and shared how the two entities work together.

Ms. Neal concluded by reviewing results for fiscal years (FY) 2018-20 and deliverables for FY 2021-22 in the following categories, 1.) recruitment, 2.) regional marketing, and 3.) convening and strategizing.

Ms. Bagent outlined GPI's role in the region and the impacts of Covid-19. Ms. Bagent noted recruiting is especially important during these times as well as an opportunity to build a new Portland.

Chair Cruz called for a motion to approve Resolution 7418; Commissioner Myers moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt

NAYS: None

9. Action Item: Resolution 7419 - Authorizing an Increase in the Architectural Contract with Brett Schulz Architect, PC. for Renovation of the Inn at the Convention Center Located at 420 NE Holladay Street

Prosper Portland staff and guest presenting this item:
Shelly Haack, Project Manager I

With this action the Prosper Portland Board authorized phase three of the architectural and engineering contract with Brett Schulz Architect, PC, increasing Prosper Portland's investment by \$412,000 to complete design work for the Inn at the Convention Center (ICC Hotel). This action increases Prosper Portland's investment in design services for the ICC Hotel to \$839,106 exceeding the Executive Director's signature authority and requiring the Prosper Portland Board's approval.

Ms. Haack reviewed the renovation plan, including but not limited to, updating the external façade and signage, activating the shuttered restaurant, converting the pool into rental meeting space, and creating an outdoor gathering space.

Ms. Haack continued by sharing the current status of the project, equity impacts, and next steps.

Chair Cruz called for a motion to approve Resolution 7419; Commissioner Myers moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

Chair Cruz adjourned the Prosper Portland Board Meeting and convened the Local Contract Review Board

10. Action Item: Resolution 7420 - Adopting Findings in Support of Exempting the Inn at the Convention Center Renovation Improvements on the Property Located at 420 NE Holladay Street from Low-Bid Solicitation

Prosper Portland staff presenting this item:
Shelly Haack, Project Manager I

With this action, the Prosper Portland Board serving in its capacity as Prosper Portland's Local Contracting Review Board approved an exemption from the general rule of low-bid solicitation process and permits staff to proceed with a competitive request for proposal solicitation for Construction Manager/General Contractor services for the improvements to the ICC Hotel. Ms. Haack noted a public hearing was conducted on 6/7/21 regarding the alternate bid process and no comments were received.

Chair Cruz called for a motion to approve Resolution 7420; Commissioner Myers moved and Commissioner Platt seconded the motion.

AYES: Cruz, Myers, Platt
NAYS: None

11. Adjourn

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 4:50 p.m.

Approved by the Prosper Portland Commission on June 23, 2021



Pam Feigenbutz, Recording Secretary