



Building an Equitable Economy

Gustavo J. Cruz, Jr.
Commission Chair

William Myers
Commissioner

Peter Platt
Commissioner

Sam Rodriguez
Commissioner

Serena Stoudamire Wesley
Commissioner

Carmen Rubio
Commissioner
City of Portland

Kimberly Branam
Executive Director

This document represents the official meeting record of the June 21, 2023, Prosper Portland Board of Commissioners (Board) meeting held in person and via Zoom. The full video recording of this meeting can be found at:

<https://www.youtube.com/watch?v=9m1xRdbupDk>

At approximately, 3:05 p.m., Harmony Quiroz, 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 2023-24 Approved Budget

TSCC Commissioners and Staff presenting this item:

Commissioners: Dr. Mark Wubbold, James Ofsink, Margo Norton, Harmony Quiroz, Tunie Betschart

Staff: Allegra Willhite

The TSCC held a public hearing on Prosper Portland’s fiscal year (FY) 2023-24 Approved Budget.

During the public hearing, the TSCC provided its review of the FY 2023-24 Recommended Budget, asked questions of the Prosper Portland Board members, and provided an opportunity for public testimony. Following the hearing, the TSCC recommended the budget be certified without any changes or recommendations.

At approximately 4:00 p.m., TSCC Chair Harmony Quiroz 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 4:10 p.m. Pam Feigenbutz, Prosper Portland Board recording secretary, called the roll:

Chair Gustavo Cruz	PRESENT
Commissioner William Myers	PRESENT
Commissioner Peter Platt	PRESENT via Zoom
Commissioner Sam Rodriguez	PRESENT
Commissioner Serena Stoudamire Wesley	PRESENT

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 also streaming the meeting electronically as allowed by State law. Prosper Portland has provided access for the public to listen to the audio broadcast of this meeting. The public can also provide written testimony to the Commission by emailing

ProsperCommissioners@ProsperPortland.us”

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3. Commissioner Reports

Commissioner Myers

- Nothing to report

Commissioner Platt

- Nothing to report

Commissioner Rodriguez

- Nothing to report

Commissioner Stoudamire Wesley

- Attended Oregon Association of Minority Entrepreneurs Trade Show, May 11
- Attended Portland Business Alliance Annual meeting, June 15

Chair Cruz

- Attended Oregon Association of Minority Entrepreneurs Trade Show, May 11
- Attended Celebrate Trade Gala May 18
- Attended Portland Business Alliance Annual meeting on June 15

4. Executive Director Report

Chabre Vickers, Director of Equity, Policy, and Communications provided the report in Executive Director Branam's absence.

- Shared June is Pride Month and directed people to portlandpride.org to learn about upcoming events
- Noted many offices and businesses were closed on June 19 in honor of the Juneteenth holiday
- Declared My People's Market was a huge success with thousands of community members joining and announced the next market will be in November 2023
- Announced Prosper Portland recently launched the Small Business Stabilization Restore Grant
- Prosper Portland's Office of Events and Film hosted two activations as part of our work with the ongoing Every Wednesday campaign
- Portland will be the only North American location for the world's most popular electric car race the ABB Formula E World Championship, happening June 24-25.

5. Meeting Minutes

Chair Cruz called for a motion to approve the May 15, 2023, Prosper Portland Board meeting minutes. Commissioner Myers moved and Commissioner Stoudamire-Wesley seconded the motion.

AYES: Cruz, Myers, Platt, Rodriguez, Stoudamire Wesley

NAYS: None

6. Public Comment for Items Not on Agenda

None received.

REGULAR AGENDA

7. Action Item: Resolution 7485 - Adopting the Annual Budget of Prosper Portland for the Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024; 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 FY 2023-24 Recommended Budget, effective July 1, 2023. The Prosper Portland Board's adoption of the FY 2023-24 Recommended Budget represents the final phase of the FY 2023-24 budget process, which began in November 2022.

Mr. Barnes reviewed the budget timeline, City 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 7485; Commissioner Myers moved and Commissioner Stoudamire Wesley seconded the motion.

AYES: Cruz, Myers, Platt, Rodriguez, Stoudamire Wesley
NAYS: None

8. Action Item: Resolution 7486 - Authorizing an Exception to Sublease Guidelines at Alberta Commons for a Sublease with Micro Enterprise Services of Oregon

Prosper Portland staff presenting this item:
Kay Little, Asset & Investment Manager

With this action, the Prosper Portland Board authorized execution of a sublease agreement (Sublease) with Microenterprise Services of Oregon (MESO) at Prosper Portland master leased space at Alberta Commons, at a base rate lower than would otherwise be required by the applicable sublease guidelines.

The Sublease will allow Prosper Portland to partner with MESO to continue to operate a Makers Market and Retail Incubator that will also provide technical assistance support and hands-on experience to MESO clients and other underrepresented entrepreneurs. Since the proposed starting base lease rate is set at \$14.00 per square foot, which is below the Prosper Portland Board-approved minimum base lease rate of \$18.00 per square foot, staff are seeking Prosper Portland Board approval.

Mr. Little reviewed the history of Alberta Commons, described the parameters of the space, and provided a summary of the project.

Mr. Little stated MESO will use the space to create opportunities for Black, Indigenous, and People of Color entrepreneurs to receive hands on education - learning merchandising and branding skills, as well as a venue to sell their wares with a low overhead.

Mr. Little reviewed the proposed sublease terms and the strategic alignment with Prosper Portland Financial Stability Plan Update.

Chair Cruz invited forth guest testimony:

Cobi Lewis, MESO, Executive Director, thanked the Prosper Board and staff for support received since 2022, stating it has made a huge impact.

Chair Cruz called for a motion to approve Resolution 7486; Commissioner Stoudamire Wesley moved and Commissioner Rodriguez seconded the motion.

AYES: Cruz, Myers, Platt, Rodriguez, Stoudamire Wesley
NAYS: None

CONSENT AGENDA

9. **Action Item: Resolutions 7487 and 7488 – Approving Interfund Loans for Fiscal Years 2022-23 and 2023-24**
10. **Action Item: Resolution 7489 - Authorizing an Intergovernmental Agreement with the Portland Housing Bureau for Implementation of the Affordable Housing Set-Aside Policy and Administration of the Economic Opportunity Initiative Program**
11. **Action Item: Resolution 7490 - Authorizing Execution of Fiscal Year 2023-24 Intergovernmental Service Level Agreement with the City of Portland for General Fund and Recreational Cannabis Tax Fund Special Appropriations of \$20,448,555 for Economic Development Activities**
12. **Action Item: Resolution 7491 - Authorizing an Amendment to the Five-Year Technical Services Agreement with the Oregon Manufacturing Extension Partnership**

Chair Cruz called for a motion to approve Resolutions 7487, 7488, 7489, 7490 and 7491; Commissioner Stoudamire Wesley moved and Commissioner Rodriguez seconded the motion.

AYES: Cruz, Myers, Platt, Rodriguez, Stoudamire Wesley
NAYS: None

13. Adjourn

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 4:45 p.m.

Approved by the Prosper Portland Commission on July 12, 2023



Pam Feigenbutz, Recording Secretary