



Building an Equitable Economy

Gustavo J. Cruz, Jr.
Chair

Marcelino Alvarez
Commissioner

William Myers
Commissioner

Michi Slick
Commissioner

Serena Stoudamire Wesley
Commissioner

Carmen Rubio
Commissioner,
City of Portland

Kimberly Branam
Executive Director

This document represents the official meeting record of the November 8, 2023, Prosper Portland Board of Commissioners (Board) meeting held via Zoom. The full video recording of this meeting can be found at: <https://www.youtube.com/watch?v=2fGJB8MVU7M>

1. Call to Order and Roll Call

Chair Gustavo Cruz called the Prosper Portland Board meeting to order at approximately 3:07 p.m. Pam Feigenbutz, Prosper Portland Board recording secretary, called the roll:

| | |
|---------------------------------------|---------|
| Chair Gustavo Cruz | PRESENT |
| Commissioner Marcelino Alvarez | PRESENT |
| Commissioner William Myers | PRESENT |
| Commissioner Michi Slick | PRESENT |
| Commissioner Serena Stoudamire Wesley | PRESENT |

Chair Cruz read the following statement: “As required by State law, Prosper Portland provides an opportunity for the public to access and attend its meetings either in person or virtually; as such, a YouTube live stream video of the meeting can be found here. The public can also provide written testimony to the Commission or arrange in advance to provide virtual testimony to the Commission during the meeting by emailing ProsperCommissioners@ProsperPortland.us.”

2. Commissioner Reports

Commissioner Stoudamire Wesley

- Attended the Black Business Association of Oregon’s Black Economic Prosperity Dashboard Release Event November 2

Commissioner Slick

- Attended the Black Business Association of Oregon’s Black Economic Prosperity Dashboard Release Event November 2

Chair Cruz

- Attended the Black Business Association of Oregon’s Black Economic Prosperity Dashboard Release Event November 2

Commissioner Myers

- Nothing to report.

Commissioner Alvarez

- Nothing to report.

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3. Executive Director Report

- Attended the Black Business Association of Oregon’s Black Economic Prosperity Dashboard Release Event November 2 as well as the Portland Opportunities Industrialization Center and Rosemary Anderson High School’s Raising the Bar event
- Joining the Portland Metro Chamber’s Business Leadership Evening following the Board meeting
- Congratulated Portland State University for their recent award of federal funding to lead regional innovation in smart energy storage
- Shared Prosper Portland and the City of Portland continue to be heavily engaged in Governor Kotek and Oregon Business Council’s Central City Task Force
- Will speak at a ribbon-cutting event in Lents to celebrate the opening of the Lents Community Plaza on November 9
- Noted, November 11 is Veterans Day and the Prosper Portland office will be closed in honor of the holiday on Friday, November 10

4. Meeting Minutes

Chair Cruz called for a motion to approve the October 11, 2023, Prosper Portland Board meeting minutes. Commissioner Myers moved and Commissioner Stoudamire Wesley seconded the motion.

AYES: Cruz, Alvarez, Myers, Slick, Stoudamire Wesley

NAYS: None

5. Public Comment for Items Not on Agenda

None.

CONSENT AGENDA

6. Action Item: Resolution 7506 - Amending a Flexible Services Contract for Creative Services, Event Production with Vida En Color

Chair Cruz called for a motion to approve Resolution No. 7506, Commissioner Myers moved, and Commissioner Slick seconded the motion.

AYES: Cruz, Alvarez, Myers, Slick, Stoudamire Wesley

NAYS: None

REGULAR AGENDA

7. Action Item: Resolution 7507 - Adopting Affordable Commercial Tenanting Program Guidelines

Prosper Portland Staff presenting this item:

Amy Nagy, Development Manager

Anielis Raas, Project Manager I

With this action, the Prosper Portland Board adopted the Affordable Commercial Tenanting Grant Program (ACT Grant Program) Guidelines. The ACT Grant Program provides grants, on a reimbursement

basis, to property and business owners for tenant improvements to facilitate access to commercial space and support inclusive business growth. The ACT Grant Program will support businesses looking to open physical retail locations; to increase access to affordable commercial space for small businesses with a bricks and mortar presence; and to revitalize Portland’s commercial corridors and business districts with products and services that cater to local community and regional needs.

Ms. Nagy provided background information, noted lessons learned, and described how the requested action aligns with both objectives two and three of the Advance Portland Plan. Ms. Nagy listed a few difficulties shared by small business owners such as, 1.) access to funds, 2.) locating a broker, and 3.) permitting fees.

Ms. Raas shared details of the ACT Grant Program including, but not limited to, 1.) affordable lease rates, 2.) grants amounts, and 3.) eligible tenant improvement costs. Ms. Raas reviewed the eligibility requirements of both the small business and private property owners. Ms. Raas reviewed the grant award process from start to finish and reviewed next steps with an anticipated launch in the first quarter of the year 2024.

Chair Cruz called for a motion to approve Resolution No. 7507, Commissioner Alvarez moved, and Commissioner Myers seconded the motion.

AYES: Cruz, Alvarez, Myers, Slick, Stoudamire Wesley
NAYS: None

8. Information Item: - Update on the Office of Events and Film and My People’s Market

Prosper Portland Staff presenting this item:
Berk Nelson, Business, Entertainment & Events Manager
Amanda Park, Project Manager II
Elyse Taylor, Project Manager I
Ness Zolan, Project Manager

Mr. Nelson explained Prosper Portland’s Office of Events and Film is a newly expanded office within Prosper Portland that supports both industries. Ms. Taylor provided an update on film permitting and production grants; Mr. Zolan provided an update on events to support community events; and Ms. Park provided an update on My People’s Market.

9. Adjourn

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 4:04 p.m.