



Building an Equitable Economy

**Gustavo J. Cruz, Jr.**  
Chair

**Marcelino Alvarez**  
Commissioner

**Felisa Hagins**  
Commissioner

**Michi Slick**  
Commissioner

**Serena Stoudamire Wesley**  
Commissioner

**Keith Wilson**  
Mayor

**Shea Flaherty Betin**  
Interim Executive Director

This document represents the official meeting record of the January 15, 2025, 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=ooPAmL4E5Bs>[https://www.youtube.com/watch?v=FOcg78\\_oyJA](https://www.youtube.com/watch?v=FOcg78_oyJA)

## 1. Call to Order and Roll Call

Chair Gustavo Cruz called the Prosper Portland Board meeting to order at approximately 3:04 p.m. Pam Feigenbutz, Prosper Portland Board recording secretary, called the roll:

Chair Gustavo Cruz	PRESENT
Commissioner Marcelino Alvarez	PRESENT
Commissioner Felisa Hagins	ABSENT
Commissioner Michi Slick	PRESENT
Commissioner Serena Stoudamire Wesley	PRESENT via ZOOM

Chair Cruz read the following statement: “As required by State law, Prosper Portland has provided an opportunity for the public to access and attend this meeting in person; there is also a YouTube live stream video of the meeting, and the public has had the opportunity to arrange in advance to provide virtual testimony. At this time, the public may provide written testimony to the Commission by emailing [ProsperCommissioners@ProsperPortland.us](mailto:ProsperCommissioners@ProsperPortland.us).”

## 2. Commissioner Reports

Commissioner Slick

- Nothing to report

Commissioner Alvarez

- Attended the Portland Winter Ice Rink
- Participated in an economic development trip to Brooklyn and Detroit

Commissioner Stoudamire Wesley

- Nothing to report

Chair Cruz

- Nothing to report

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### 3. Interim Executive Director Report

- Announced the Portland Winter Ice Rink returned to the Morrison Bridgehead for the second year
- Prosper Portland sponsored the city of Portland's New Year's Eve event at Pioneer Courthouse Square
- Recognized the 30-year anniversary of staff member Dana DeKlyen

### 4. Meeting Minutes

Chair Cruz called for a motion to approve the December 18, 2024, Prosper Portland Board meeting minutes. Commissioner Alvarez moved and Commissioner Slick seconded the motion.

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

### 5. Public Comment for Items Not on Agenda

None provided.

At approximately 3:19pm Chair Cruz adjourned the Prosper Portland Board Meeting and Convened the Prosper Portland Audit Committee

### 6. Action Item: Resolution 7591 - Accepting and Approving the Annual Comprehensive Financial Report for Fiscal Year 2023-24 and Accepting the Communication with Those Charged with Governance

Prosper Portland staff and guests presenting this item:

*Tony Barnes, CFO*

*Simone Rede, Auditor, City of Portland*

*Keith Simovic, Moss Adams*

*David Levitskiy Moss Adams*

With this action, the Prosper Portland Board, acting as the Prosper Portland Audit Committee, accepted and approved the completed Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2024, and accepted the Communication With Those Charged With Governance Letter from accounting firm Moss Adams, LLP.

Auditor Rede presented the results of the ACFR and described the difference between performance and financial audits. Auditor Rede highlighted the roles of management and auditors and the new form of City government placing Prosper Portland in the Community & Economic Development Service Area, acknowledging no change in Prosper Portland's reporting to their Board of Commissioners.

Auditor Rede announced Prosper Portland received a clean audit opinion on its financial statements.

Mr. Simovic reviewed final results of the audit noting a clean/unmodified opinion on the financial statement, no compliance findings or reportable internal control findings, and no material weaknesses noted.

Mr. Levitskiy reviewed the Required Communications.

Chair Cruz called for a motion to approve Resolutions No. 7591, Commissioner Slick moved, and Commissioner Alvarez seconded the motion.

AYES: Alvarez, Cruz, Slick, and Stoudamire Wesley

NAYS: None

At approximately 3:34 Chair Cruz Adjourned the Prosper Portland Audit Committee and Convened the Prosper Portland Board Meeting.

## REGULAR AGENDA

### **7. Action Item: Resolution 7592 - Authorizing a Personal Services Contract with Commercial and Residential Management Group**

Prosper Portland staff presenting this item:

*Will Thier, Real Estate Manager*

*Ember Breckenridge, Project Manager II*

With this action, the Prosper Portland Board authorized a personal services contract (Contract) with Commercial and Residential Management Group (CRMG) to operate and manage approximately 22 Prosper Portland real estate assets. The Contract will allow CRMG to operate and manage properties on behalf of Prosper Portland, including entering into various subcontracts for maintenance of the properties at an estimated amount of \$7,000,000 over a five-year period, which includes CRMG's compensation of \$950,000 during the entirety of the Contract term.

Mr. Their described the purpose of the requests noting the desire is to use long term vendors with money already available. Mr. Their reviewed the alignment of the items to both Advance Portland and Prosper Portland's Financial Sustainability Plan. Mr. Their detailed the real estate team's priorities and portfolio management approach.

Ms. Breckenridge reviewed Prosper Portland's asset portfolio, provided Contract details and noted the widely visible Request for Proposal (RFP) process resulting in one respondent, CRMG Property Management Group. Ms. Breckenridge outlined the property management agreement including the terms, fee and budget.

Commissioner Slick shared concerns in regard to receiving one response to the RFP and recommended reaching out to the community for feedback. Mr. Thier noted that staff will be following up with all contractors who downloaded the RFP to better understand why there were so few submittals.

Chair Cruz called for a motion to approve Resolution No. 7592, Commissioner Slick moved, and Commissioner Alvarez seconded the motion.

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

**8. Action Item: Resolution 7593 - Authorizing a Personal Services Contract with City Center Parking**

Prosper Portland staff presenting this item:

*Will Thier, Real Estate Manager*

*Ember Breckenridge, Project Manager II*

With this action, the Prosper Portland Board authorized a personal services contract (Contract) with City Center Parking to operate and manage eight Prosper Portland parking assets. The Contract will allow CCP to operate and manage the identified properties on behalf of Prosper Portland, including entering into various subcontracts for operations and maintenance of the properties at an estimated amount of \$16,900,000 over a five-year period, which includes CCP's not-to-exceed compensation of \$1,240,000 during the Contract term.

Chair Cruz called for a motion to approve Resolution No. 7593, Commissioner Slick moved, and Commissioner Stoudamire Wesley seconded the motion.

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

At approximately 3:50 Chair Cruz Adjourned the Prosper Portland Board Meeting and Convened the Portland Community Investment Fund Governing Board Meeting

**9. Action Item: Resolution PCIF-7 - Appointing Shea Flaherty Betin as President of the Corporation**

Prosper Portland staff presenting this item:

*Casey Edmondson, Assistant General Counsel*

With this action, the Portland Community Investment Fund Governing Board confirmed Shea Flaherty Betin as President of the Portland Community Investment Fund.

Gustavo Cruz called for a motion to approve Resolution PCIF No. 7, Marcelino Alvarez moved, and Serena Stoudamire Wesley seconded the motion.

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

**10. Adjourn**

There being no further business, Chair Cruz adjourned the Prosper Portland Board meeting at approximately 3:53 p.m.

Approved by the Prosper Portland Commission on February 12, 2025



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Pam Feigenbutz, Recording Secretary