

**PORTLAND DEVELOPMENT COMMISSION**  
Portland, Oregon

**RESOLUTION NO. 6741**

**RECOMMENDING TO PORTLAND CITY COUNCIL THAT IT  
ADOPT AMENDMENTS TO THE CITY OF PORTLAND'S  
ENTERPRISE ZONE PROGRAM**

**WHEREAS**, in 1986, by Resolution No. 34019, Portland City Council ("City Council") established Portland's first Enterprise Zone ("E-Zone"), entitled the North/Northeast ("N/NE") E-Zone, designated the Portland Development Commission ("PDC") to serve as the Portland E-Zone Manager, and began accepting applications from eligible businesses desiring to participate;

**WHEREAS**, through Resolution No. 35506 dated March 27, 1996, City Council adopted the E-Zone Investment Strategy to provide guidance to PDC in its implementation of the N/NE E-Zone program and established a policy addressing a community contribution fund ("Community Contribution Fund") for business development and workforce training support programs;

**WHEREAS**, City Council, through Resolutions No. 35773 and No. 35951, established procedures for the distribution of the Community Contribution Fund;

**WHEREAS**, no new companies could be admitted to the N/NE E-Zone after its termination on July 1, 2007; however, the program continues to exist and thirty-five (35) companies remain active under their preexisting N/NE E-Zone contracts for the remainder of their exemption period, the last of which expires no later than 2017;

**WHEREAS**, effective July 1, 2008, City Council received designation of the Portland E-Zone program, which was authorized to begin accepting applications;

**WHEREAS**, on March 5, 2008, through Resolution No. 36583, the City Council designated PDC to serve as the Portland E-Zone Manager and adopted the Portland E-Zone Policy, which among other things, sets forth operational guidelines for the Portland E-Zone;

**WHEREAS**, the Portland E-Zone Policy also provides for the creation of a Workforce Training and Business Development Fund ("WTBD Fund") for use in funding workforce training and business development programs, and establishes procedures for distribution of the WTBD Fund;

**WHEREAS**, the Community Contributions Fund and the WTBD Fund are established and managed under two distinct policy and procedural frameworks, but the WTBD Fund policy is more up-to-date as it was recently approved;

**WHEREAS**, the existence of two processes to meet similar policy goals constitutes an inefficiency in the administration of the E-Zone programs and reduces transparency; and

**WHEREAS**, consolidating the Community Contributions Fund with the WTBD Fund will streamline the process of distribution and enhance efficiency and transparency, thereby better serving the goals of the N/NE E-Zone and the Portland E-Zone WTBD to provide workforce training and create funding mechanisms to stimulate employment opportunities through the growth and development of local firms and community-based businesses.

**NOW, THEREFORE, BE IT RESOLVED** that the PDC Board of Commissioners hereby recommends to City Council that it approve the following revisions to the N/NE Enterprise Zone Strategy and the City of Portland Enterprise Zone Policy as they relate to the administration of the E-Zone Programs to improve efficiencies, increase accountability, and enhance transparency:

- a) Amend the N/NE E-Zone Strategy to allow for the consolidation of the Community Contribution Funds collected under the N/NE E-Zone with the WTBD Fund under the City of Portland Enterprise Zone Policy;
- b) Modify the N/E E-Zone Strategy and applicable City Council Resolutions, as necessary, to allow changes to the disbursement of the Community Contributions Funds;
- c) Amend the City of Portland Enterprise Zone Policy to incorporate the Community Contribution Fund into the provisions governing the WTBD Fund;
- d) Amend the City of Portland Enterprise Zone Policy to change the make-up and function of the E-Zone Advisory Committee, including changing the number of members from seven members to eleven voting members;
- e) Amend the City of Portland Enterprise Zone Policy to replace an Advisory Committee member who misses two or more meetings during their three year term, and full quorum votes can be fulfilled via email up to two times per member;
- f) Amend the City of Portland Enterprise Zone Policy to preclude an Advisory Committee member from voting on financial assistance to an entity if they have a monetary interest or they sit on its governing board;
- g) Amend the City of Portland Enterprise Zone Policy to encourage the Advisory Committee to make recommendations to PDC regarding criteria for the distribution of the Business Development Fund, as well as to review WTBD Fund recipients on a quarterly basis; and
- h) Delegate authority to the PDC Executive Director to determine how Business Development Funds are distributed with the expectation that, in making those decisions, he shall rely strongly on the recommendations of the E-Zone Advisory Committee.

**BE IT FURTHER RESOLVED** that the Executive Director, or his designee, shall transmit this request to the City and be authorized to work with the City in developing the details of these actions and/or other actions the City Council can take to further improve the efficiency and effectiveness of the E-Zone Programs; and

**BE IT FURTHER RESOLVED** that this resolution shall become effective immediately upon its adoption.