

City of Portland Enhanced Service District Program Update		
Updated 7/31/2024		
Recommendation Outlined on pages 2 and 3 of the BDS Planning &	Steps Taken to Address Recommendations	Expected Implementation
1 - Develop consistent guidelines for formation, renewal, and/or expansion of ESDs.	ESD Coordinator has been working with Revenue Division and the City's legal team to create an ESD Petition Packet that will provide a roadmap for establishing, expanding, and renewing an ESD. This document is complete and is being used by Downtown Portland Clean and Safe as they work on ESD expansion and renewal efforts, with the goal of expansion taking place by August 1, 2025.	Now
2 - Develop and maintain ESD Handbook for use by existing and proposed ESDs	ESD Coordinator has been working with BDS Planning & Urban Design to create an ESD Handbook for Portland. This document is expected to be completed by late summer.	End of Summer 2024
3 - Meet their baseline service agreement per their contract with the ESDs.	ESD Coordinator has overhauled how Bureau partners track and report quarterly metrics associated with the basic city services they provide in all three ESDs. Bureau partners have now reported robust numbers for Q1 and Q2. Please see associated Basic City Services Quarterly Reporting Form spreadsheet for further details.	Now
4 - Consider recommending or requiring that ESD assessments be based on a specific list of publicly available metrics to increase transparency and consistency.	The ESD Coordinator and Revenue Division have taken steps to recommend specific ESD assessment criteria to be used that are publicly available which increases transparency and consistency. These efforts are well underway and are being used to inform work on Downtown Portland Clean and Safe's potential ESD expansion and renewal work. Working with the ESD Coordinator and the Revenue Division, Downtown Portland Clean and Safe plans to use the recommended ESD assessment criteria if expansion and renewal are successful. If expansion and renewal are not successful, this new assessment formular will be implemented during the next ESD five-year contract revision (Downtown Portland Clean and Safe – October 2026).	August 2025 (earliest) or October 2026 (latest)

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5 - Require data transparency in assessment calculations, so ratepayers can confirm assessment amounts for themselves.	The ESD Coordinator and Revenue Division have taken steps to recommend specific ESD assessment criteria to be used that are publicly available which increases transparency and consistency. These efforts are well underway and are being used to inform work on Downtown Portland Clean and Safe’s potential ESD expansion and renewal work. Working with the ESD Coordinator and the Revenue Division, Downtown Portland Clean and Safe plans to use the recommended ESD assessment criteria if expansion and renewal are successful. If expansion and renewal are not successful, this new assessment formular will be implemented during the next ESD five-year contract revision (Downtown Portland Clean and Safe – October 2026).	August 2025 (earliest) or October 2026 (latest)
6 - Continue to include residential properties including condominiums and rental units in ESD assessments, considering a per-unit maximum (either citywide or district by district).	The ESD Coordinator and Revenue Division have been working with Downtown Clean and Safe to implement a residential rate cap that would coincide with their expansion and renewal with a target implementation date of August 1, 2025. If expansion and renewal are not successful, this new assessment formular will be implemented during the next ESD five-year contract revision (Downtown Portland Clean and Safe – October 2026). Downtown Portland Clean and Safe is currently exploring a residential rate cap of \$200 per unit per year, on all multifamily units.	August 2025 (earliest) or October 2026 (latest)
7 - Modify its guidelines on ESD subcontracting practices to give the ESDs more flexibility to work with small local firms.	The ESD Coordinator has been exploring avenues that would provide flexibility on how this policy is applied to ESDs. Finding flexibility on how this policy is applied to ESDs would improve equity among existing and future ESDs. However, after discussing this issue with Procurement multiple times, I believe it would take an act of City Council to allow flexibility. The issue at hand is that this policy unintentionally restricts the pool of qualified vendors ESDs can hire, thus driving the price of service higher than it might be if there were more qualified vendors to hire.	Unknown at this time
8 - Establish guidelines on ESD governance, transparency, and representation requirements. [brighter line between ESD boards and management assoc. boards]	The ESD Coordinator has been made an Ex-Officio, non-voting Board Member on all three ESD Board of Directors for transparency purposes.	Now
	All three ESDs have agreed to hold at least one open-to-the public meeting annually.	Now
	Central Eastside Together is currently hosting quarterly open-to-the public meetings.	Now
	Central Eastside Together recently expanded their Board of Directors from 5 members to 10, increasing the diversity of viewpoints and ratepayer representation.	Now

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	The ESD Coordinator has, and will continue to, encourage ESDs to post Board meeting dates, agendas, and minutes on their website. However, doing so would be a voluntary move by the ESDs because they are private non-profit organizations, not governmental agencies.	Unknown at this time
9 - Continue to charge consistent assessment collection fees across all ESDs.	Revenue Division has been consistently doing this.	Now
10 - Identify internal city roles and biannually convene ESD-related agencies to compare information and update best practices and policies.	The ESD Coordinator has been actively identifying City roles who perform basic city work within each ESD. Together, the parties have dialed in the work, frequency of work, and metrics than can be measured to show that basic city services are being upheld within each ESD. This work is reported to the ESDs on a quarterly basis. Additionally, the ESD Coordinator has convened multiple bureaus to meet and discuss this work once in May 2024 with a second one planned for October 2024. The bureaus include, but are not limited to, BPS, PBOT, Parks, PWB, PPB, Impact Reduction Program, and BES.	Now
11 - Develop and sustain a strong economic development collaboration with Prosper Portland, the ESDs, and the larger business community.	The ESD Coordinator has been meeting semi regularly with staff of Prosper Portland since February 2024, with meetings becoming monthly as of July 2024.	Now
12 - Facilitate strong collaboration among the ESDs on shared priorities and individual best practices.	The ESD Coordinator has been coordinating quarterly ESD Meetups where staff from all three ESDs meet to socialize and share resources and knowledge. ESD Meetups have been held in November 2023, April 2024, and July 2024. These will be held on a quarterly basis invitations have been opened up to Prosper Portland, Spectator Venues, the City's Office of Arts and Culture, and Travel Portland.	Now
13 - Continue to encourage increased coordination and communication of roles and responsibilities between downtown Clean & Safe and the Portland Mall Management Incorporated (PMMI).	The ESD Coordinator has confirmed that a clearer line now exists. Currently, PMMI does not contract with Downtown Portland Clean and Safe in any form or fashion. PMMI DOES contract directly with Portland Metro Chamber, a separate non-profit from Downtown Portland Clean and Safe. There is a much clearly line between these organizations now.	Now
14 - Encourage coordination and reporting relationships with some of the private security contractors who are supporting businesses in and/or nearby to the ESDs.	The ESD Coordinator has seen cooperation increase between ESDs and other private security entities within their districts. This recommendation is primarily one for the ESDs to organize and implement if they so choice.	Now
15 - Encourage an inclusive and culturally sensitive approach to ESD formation, governance, and programs affirming the city's citywide racial equity goals.	The ESD Coordinator has made recommendations to ESDs on ways to further embrace equity and inclusion in their business attraction, public arts, and houseless population engagement efforts (e.g., partnering with Livelihood, Portland Street Art Alliance, and BIPOC Village on 84 NE Weilder Street). Efforts will be ongoing.	Now and ongoing