

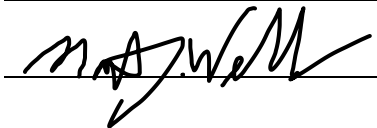


Revisions to Downtown Portland Clean and Safe ESD Petition Packet:

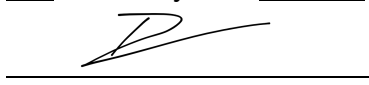
1. Updating boundary description and Exhibit 1 to reflect the removal of 1200 NW NAITO PKWY (Property ID: R141434) from the proposed boundaries.
2. Revisions to rate calculation for properties containing affordable housing units to account for CPI inflation rates. Rates for affordable housing units managed by non-profit entities increase to \$26.50 per unit from \$20 per unit. Rates for affordable housing units managed by for-profit entities increase to \$58 per unit from \$44 per unit.
3. Revisions to rate calculation regarding the district lighting and amenities, adjusting for inflation of 63.66% from 2001-2022.
4. Revised boundary map, submitted at Exhibit 4.
5. Addition of Exhibit 5. Providing granular detail regarding properties within the expansion area assessed and charged for Downtown Portland Clean & Safe services. Spreadsheet includes specific fee inputs for each property and provides an estimate of fees charged on or after October 1, 2025. Rates reflect the revised assessment formula described within the petition packet, not the assessment formula used currently.

Revisions were made by Downtown Portland Clean and Safe and submitted to ESD Coordinator. Henceforth, this version of the Downtown Portland Clean and Safe ESD Petition Packet shall be considered the final version.

Downtown Portland Clean and Safe Staff:

Revisions approved by (insert name): Mark Wells
Signature: 
Position: Executive Director / Clean & Safe, Inc.
Date: October 2, 2024

City of Portland Staff:

Revisions received by (insert name): Devin Reynolds
Signature: 
Position: ESD Coordinator
Date: October 2, 2024



Enhanced Service Districts Program

Devin Reynolds, ESD Coordinator

devin.reynolds@portlandoregon.gov
1120 SW 5th Avenue, 9th Floor
Portland, OR 97204
503-349-9996

Portland.gov/venues/enhanced-services-districts

City of Portland

Enhanced Services District (ESD) PROPOSAL

MATERIALS AND CHECKLIST

Please provide the following recommended Checklist and Narrative items to the City's Enhanced Services District Coordinator (ESD Coordinator) to request formation/renewal/expansion of an ESD. Doing so will assist City staff in helping to manage the request and required processes. Please combine Proposal Documents Checklist items and ESD Proposal Narrative responses into one PDF. These combined materials will be referred to as your ESD Petition Packet. Please submit your ESD Petition Packet by email to:

Devin Reynolds
ESD Coordinator
503-349-9996

Devin.reynolds@portlandoregon.gov

ESD or Originating Stakeholder Actions

Proposal Documents Checklist (items with check marks were provided by ESD):

- ☒ Formal letter to the City from ESD Board Chair or originating organization who is authorized to conduct business with the City, requesting formation/renewal/expansion.
- ☒ A description of the boundaries of the proposed ESD.
- ☒ Proposed ESD Property Management License Fee rate structure (assessment) formula with a breakdown by ratepayer classification.
- ☒ The proposed uses of the ESD funds and their estimated cost (workplan and budget);
- ☒ All ratepayer outreach materials and engagement plan.
 - a. *** Note: City staff (ESD Coordinator/Revenue) must review outreach materials prior to distribution to prospective ratepayers. Please contact ESD Coordinator to arrange this step. Once materials are approved by City staff, ESD may send them to ratepayers and stakeholders. Please include the final outreach materials in this pdf packet along with the other Checklist and Narrative items.**
- ☐ Letters of support from a wide range of prospective ratepayers.
- ☒ Electronic copy(s) of the following maps of the boundaries of the ESD proposal:
 - a. If the proposal is to create a new ESD exclusively, provide one map of the proposed ESD boundaries. Using solid lines and a transparent color overlay (so parcels and streets can be seen



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through it), please indicate the proposed boundaries. The map should also include a map key and north arrow.

- b. If the proposal is to change an existing ESD, please provide a map distinctly showing the two boundaries. Using solid lines and a transparent color overlay (so parcels and streets can be seen through it), please indicate the existing and proposed boundaries. Please use one line color for the existing boundaries and a second line color for the proposed new boundaries. The map should also include a map key and north arrow.
- c. *** Note: The electronic copy of the map(s) should include the pdf version(s) and the original version(s) with underlying data/layers used to create them or should otherwise be editable by City staff.**

- ☐ An electronic spreadsheet of prospective ratepayers, indicating for each individual assessment:
 - a. Addresses, parcel numbers and use of the affected properties and/or other necessary data used to calculate the assessment.
 - b. The calculation and estimated amount of each individual assessment.
 - c. Names and mailing addresses of ratepayers.

*** Note: Revenue Division will provide this spreadsheet to prospective ESD for use during rate structure creation, calculations, and outreach. Please include the final spreadsheet in your ESD Petition Packet.**

ESD Proposal Narrative:

Boundaries

- 1) Describe how the boundaries were selected and how services will be distributed within the boundaries. Describe reasoning for excluding specific parcels or portions of parcels. Describe how this is a reasonable area for economic development and/or neighborhood revitalization.

Ratepayers and Stakeholders

- 2) Total number of potential ESD ratepayers and parcels:
 - # of ratepayers: _____
 - # of parcels: _____
- 3) Describe the different “stakeholders” within the district and how they are affected by this ESD. (See Glossary for definition of stakeholder). Are there any known stakeholders who are opposed to it? If so, please explain why.

Rate Structure Calculation

- 4) Approximate annual license fee assessment to be collected in year one \$ _____
- 5) Please outline the calculation factors informing how your rate structure will be created:
 - ☐ Assessed Value of Improvements (AVI) \$ _____ x \$1,000.00 of (AVI)
 - ☐ Square Feet of Improvements (SQFTI - fill in rates below)
 - Commercial \$ _____ per \$290 sqft / Residential \$ _____ per \$725 sqft
 - ☐ Square Feet Square Feet of Land (SQFTL) \$ _____ per 1 SQFTL
 - ☐ Residential rate cap \$ _____ per unit, per year
 - ☐ Annual escalation/inflation
 - Please describe

- ☐ Other - If other, please describe the rationale for using a different methodology:
- Please describe
 - *** Note: Revenue Division and ESD Coordinator will support the creation of the ESD rate structure in partnership with the ESD or originating stakeholder(s).**

6) The following chart shows actual and average assessments per ratepayer type. Please fill this in using the Rate Structure Calculations you plan to use.

Ratepayer Classification	Assessment Methodology	Types of Ratepayers	Number of Ratepayers	Total Assessment	Average Assessment Amount	% of Total
Commercial		Office buildings		\$	\$	
		Commercial Parking lots		\$	\$	
Industrial / Warehouse				\$	\$	
Multi-Family Residential and Mixed Use		4-plex buildings		\$	\$	
		Mixed Use		\$	\$	
		Condos		\$	\$	
		Apartments		\$	\$	
Tax Exempt		Churches		\$	\$	
		Nonprofit housing		\$	\$	
		Social services and other		\$	\$	
Government acting as business		(List the agencies)		\$	\$	

7) Show the estimated cost for each type of service. The total cost shown should equal the total proposed ESD annual budget.

Example:

Benefit/Service (Examples)	Cost	% of Budget
Administration	\$XX	X%
District and business marketing	\$XX	X%
Business support and recruitment	\$XX	X%
Community events and festivals	\$XX	X%
Public plaza management	\$XX	X%
Sidewalk and street cleaning	\$XX	X%
Community forums and communication	\$XX	X%
Total (should equal total assessment collected)	\$XX	100%

8) Describe how each ratepayer classification will benefit from the services relative to their assessment. If a classification of ratepayers is paying a lower or higher rate, demonstrate how their assessment ties to the direct benefits they will receive.

Example: Residential uses are capped because they are not benefitting directly from the district marketing and promotional events. With this cap, residential assessments represent about 40 percent of the total assessments in the district, which is about \$200,000. Marketing costs are 20% of the budget, which equals about \$100,000 of the \$500,000 budget. This results in the residential assessments of \$200,000 covering about 50% of the remaining \$400,000 budget. While it is not possible to create a rate that will exactly relate to direct benefit costs, this rate seems reasonable to us and our potential ratepayers.

Outreach:

Outreach Material Distribution and Engagement Methods

- 1) Please describe how the outreach materials (e.g., map, work plan, budget, rate structure, etc.) were provided to all ratepayers (as defined in the Glossary) and how feedback was collected from them.
- 2) Describe the outreach and engagement conducted to determine support for the ESD proposal, including outreach to the different stakeholders, geographic areas, ratepayer classifications, etc. Include dates of group meetings and attendance, number of individual meetings, number of letters mailed, electronic communications, etc. The City currently recommends that ratepayers and other identified stakeholders are provided with reasonable notice and opportunity to provide feedback about the proposed ESD.

City Actions

Next Steps (City Actions):

- 1) Once the ESD Coordinator has received the ESD Petition Packet, a City-led outreach and engagement plan will be developed and put into action to further gauge support for the ESD request. This outreach and engagement plan may include public notification via a mailing, public meeting(s), verifying official opposition to the ESD request, and meeting with City Council and Mayoral staff.
- 2) The City will collect, validate, and track any formal opposition to the ESD request. Please see Glossary (ESD Notification and Opposition Validation Process) for more details on this.
- 3) Once City staff has made a good faith effort to verify official opposition to the ESD request does not represent ratepayers who would be responsible for more than 33% of revenues in the new, or existing district, a City Council hearing will be held where City staff and ESD staff/board, or originating organization, will present the ESD Petition Packet and make official ESD request to City Council, seeking approval.

Glossary:

Business Property: Real property that is not residential property and is not exempt property. If real property in the District in part is residential or exempt property and in part is neither residential nor exempt property, then “business property” is that portion of the real property that is neither residential nor exempt property, including a proportionate share of the land. For a condominium, all condominium units and their undivided

interests in the common elements will be treated as a single property. (City Code 6.06.020 – www.portland.gov/code/6/06/020)

District Management Association (DMA/Qualified Contractor): The organization that administers the operations of the ESD. The DMA is recommended by the ESD Board of Directors to the City. The ESD Board of Directors approves an annual budget for use of ESD generated funds in alignment with the ESD ordinance. The DMA administers the funds in accordance with the approved budget through direct expenditures and/or contracts with service providers. The DMA's administration will comply with all applicable provisions of law, with all county and City resolutions and ordinances, and with all regulations lawfully imposed by the state auditor or other state agencies. City Code uses the term "Qualified Contractor" to refer to DMAs and states that they are non-profit corporations or other non-profit entities established by property owners or licensees in the District for the purpose of providing services that benefit the District. (City Code 6.06.020 – www.portland.gov/code/6/06/020)

Enhanced Services District (ESD/District): "ESD" is an acronym for Enhanced Services District. An enhanced services district is a geographically defined area within the City of Portland, in which services, activities, and programs are paid for through a property management license fee which is charged to all non-exempt ratepayers within the area with the intention of reasonably distributing the benefits received and the costs incurred to provide the agreed-upon services, activities, and programs. City Code uses the term "District" to refer to ESDs and states that they are enhanced services districts. (City Code 6.06.020 – www.portland.gov/code/6/06/020)

ESD Board of Directors: The City strongly recommends the forming ESD create and fill an ESD Board of Directors with bylaws, to oversee operations of the funds, approve an annual budget for use of ESD generated revenues and recommend a District Management Association.

ESD Notification and Opposition Validation Process: Processes in which the ESD, and then the City notifies potential ratepayers of the ESD proposal and validates any official opposition by prospective ratepayers who do not favor the ESD proposal. The City expects the ESD (proposed or existing) to conduct prospective ratepayer outreach via mailings, public meetings, and one-on-one meetings with the goal of building broad support for the proposed action. Only after this has been done, and a formal letter has been received from the district board (proposed or existing), will the City send a letter/postcard to all potential ratepayers to notify them that the ESD proposal has been submitted to the City. The City will make a good faith effort to validate all official opposition from prospective ratepayers by verifying their name, business name, parcel number, and water bill account number. The City will then assign a value associated with each opposing prospective ratepayer based on what their annual assessment would be. If total opposition by ratepayers who would be responsible for more than 33% of revenues in the new or existing district object, the proposal may not move forward.

Exempt Property: Mass shelters and religious properties are typically exempt from ESD assessments. (City Code 6.06.020 – www.portland.gov/code/6/06/020)

Property Management License Fee (Assessment): Any person engaged in property management activities within an ESD will pay a license fee for such activities covering each license year, or if registration is made after the beginning of a license year, then for the balance of the license year. The license fees prescribed are for the privilege of engaging in the activity of property management in an ESD and the revenues collected will be used to provide, through a qualified contractor (DMA), cleaning, security, crime prevention, business development, transportation, public policy, housing, and marketing and communications services, or any such services that benefit properties in the ESD. Essentially, this assessment is a fee that each ratepayer pays to support the programs funded by the ESD. The sum of all the individual assessments that ratepayers pay

comprise the total yearly assessment of the ESD, and underwrite most, if not all, annual operating expenses. The total yearly assessment is unique to each ESD in Portland. (City Code 6.06.010 – www.portland.gov/code/6/06/010)

Ratepayer (Licensee): Those individuals, organizations or entities that are assessed the license fee, i.e., those that receive a license fee bill from the City as a result of establishing the ESD. Entities who are not engaged in property management activities as defined in PCC 6.06 are not ratepayers and do not become ratepayers if any costs are imposed by a ratepayer that resulted from the ratepayer becoming subject to the property management license fee. City Code uses the term “Licensee,” to refer to ratepayers and states that these are people who are licensed to engage in property management activities within the District. (City Code 6.06.020 – www.portland.gov/code/6/06/020)

Ratepayer Classification: ratepayers that are grouped into a specific category either for purposes of applying a unique assessment rate or formula or for distinguishing a unique type or level of benefit.

Residential Property: Real property that is exclusively in residential use and is not exempt property. If part of real property is in residential use and part is not in residential use or is exempt property, then “residential property” is that portion of the real property that is exclusively in residential use and is not exempt property, and a proportionate share of land. Property is considered to be in residential use if the use is within a “Residential Use Category” as defined by Chapter 33.920 of this Code. For a condominium, all condominium units and their undivided interests in the common elements will be treated as a single property. (City Code 6.06.020 – www.portland.gov/code/6/06/020)

Stakeholder: Individuals, organizations or entities that are located in, or have a direct interest in the boundaries of the district. They can be ratepayers or non-ratepayers. They may include, but not be limited to, property owners, businesses, residents, government agencies, nonprofit agencies, and other institutions. For example, a district could have the presence of manufacturing businesses, retail and service businesses, a private school, nonprofit service providers, condo associations, residential property owners, commercial property owners, etc.



Responses to ESD Proposal Narrative:

Boundaries

- 1) Describe how the boundaries were selected and how services will be distributed within the boundaries. Describe reasoning for excluding specific parcels or portions of parcels. Describe how this is a reasonable area for economic development and/or neighborhood revitalization.
 - During the Summer of 2023, staff of Downtown Portland Clean & Safe (DPCS) received requests from organizations currently outside of the district expressing livability concerns and inquiring about the potential for district expansion. During this time, DPCS staff were also contacted regarding the possibility of DPCS providing cleaning and security services around the River District Navigation Center. Given these requests, and the lack of a codified expansion process for Enhanced Service Districts within City of Portland Code, DPCS staff began coordinating with City staff to determine expansion procedures.
 - This prototypical Enhanced Service District expansion process is modeled after the City of Seattle's Business Improvement Area (BIA) expansion process and would align the City of Portland with best practices. DPCS staff began identifying boundaries, gauging support from property owners and the community, ensuring equal provision of services to expansion areas given revenue from those areas, and revising boundary lines based on property owner support and sustainable revenue model for the district.
 - The three "primary" areas of expansion are along the northern, southern, and western edges of the current district. The northern expansion extends DPCS's current boundary along 9th Ave. to NW Naito to include the River District Navigation Center, the OSU Food Innovation Center, a commercial office building, and several properties owned by Prosper Portland. The southern expansion area would align the DPCS expansion area with Portland State University's campus police response-area to provide seamless public safety coverage between the two service providers. The western expansion area extends to I-405 to include properties that have been challenged by livability issues. Schools, churches, housing providers and medical facilities between the current DPCS district and I-405 have proactively contacted DPCS regarding potential expansion efforts due to the challenges faced by this neighborhood. This area also includes a consortium of property owners who have organized an informal, district-like security service for property owners who choose to opt-in. DPCS Staff met with the leadership of this organization to solicit feedback on the proposed expansion. The leaders of the consortium expressed disinterest in their properties joining the DPCS district. Their stated disinterest largely stems from the cost of DPCS services and differences between our security programs.
 - The Proposed Clean & Safe District is that area within the boundaries formed by:
 - NW and SW Naito Parkway on the east; SW Lincoln St. between SW Naito Pkwy and SW 4th Ave. ; SW 4th between SW Lincoln St. and SW Harrison St. (excluding parcel R292954); SW Harrison St. between SW 4th Ave. and SW 5th Ave.; SW 5th Ave. between SW Harrison St. and SW Mill St.; SW Mill St. between SW 5th Ave. and SW Broadway; SW Broadway between SW Mill St. and SW Market St.; SW Market St. between SW Broadway and SW 13th Ave; SW 13th Ave. between SW Market St. and SW Morrison St.; SW Morrison St. between SW 13th Ave. and SW 11th Ave.; SW 11th between SW Morrison St. and SW Burnside St.; SW Burnside between SW 11th Ave. and NW 9th Ave.; NW 9th Ave. between SW Burnside and NW Naito Pkwy. Including parcel R141440.

Ratepayers and Stakeholders

- 2) Total number of potential ESD ratepayers and parcels:
 - # of ratepayers: _____approximately 593_____
 - # of parcels: _____unsure at this time_____
- 3) Describe the different “stakeholders” within the district and how they are affected by this ESD. (See Glossary for definition of stakeholder). Are there any known stakeholders who are opposed to it? If so, please explain why.

Rate Structure Calculation

- 4) Approximate annual license fee assessment to be collected in year one \$ ____8,810,887.31_____
- 5) Please outline the calculation factors informing how your rate structure will be created:
 - ☐ Assessed Value of Improvements (AVI) \$_____x \$1,000.00 of (AVI)
 - ☐ Square Feet of Improvements (SQFTI - fill in rates below)
 - Commercial \$_____per \$290 sqft / Residential \$_____per \$725 sqft
 - ☐ Square Feet Square Feet of Land (SQFTL) \$_____per 1 SQFTL
 - ☐ Residential rate cap \$_____per unit, per year
 - ☐ Annual escalation/inflation
 - Please describe
 - ☒ Other - If other, please describe the rationale for using a different methodology:
 - Please describe
 - *** Note: Revenue Division and ESD Coordinator will support the creation of the ESD rate structure in partnership with the ESD or originating stakeholder(s).**
 - \$0.97 per \$1,000 assessed value of improvements in 2023 (business & residential)
 - For properties that have had their property tax cancelled for new construction, AVI = \$0
 - \$0.019 per sq. ft. of land (includes sq footage of land and building improvements) iv. Sum of the above x 18% surcharge (business & residential)
 - \$.01401 per sq. ft. of improvements and surface parking lots, multiplied by cumulative inflation of 63.66% from 2001 – 2022 exclusively for district lighting and amenities (business)
 - Inflation determined by the Consumer Price Index (business & residential)
 - For affordable housing managed by a for profit entity, \$58 per unit, no other factors apply (residential)
 - For affordable housing managed by a non-profit entity, \$26.50 per unit, no other factors apply (residential)
 - For condominiums that contain residential units, the fee assessed per residential unit shall not exceed \$200.
 - For market rate residential apartments, the fee assessed for the property or the residential portion of a mixed-use property, shall not exceed \$200 x the number of units.
- 6) The following chart shows actual and average assessments per ratepayer type. Please fill this in using the Rate Structure Calculations you plan to use.
 - **The information requested for Section 6 is currently beyond the scope of what the City of Portland’s Revenue Division can provide.**

Ratepayer Classification	Assessment Methodology	Types of Ratepayers	Number of Ratepayers	Total Assessment	Average Assessment Amount	% of Total
Commercial		Office buildings		\$	\$	
		Commercial Parking lots		\$	\$	
Industrial / Warehouse				\$	\$	
Multi-Family Residential and Mixed Use		4-plex buildings		\$	\$	
		Mixed Use		\$	\$	
		Condos		\$	\$	
		Apartments		\$	\$	
Tax Exempt		Churches		\$	\$	
		Nonprofit housing		\$	\$	
		Social services and other		\$	\$	
Government acting as business		(List the agencies)		\$	\$	

7) Show the estimated cost for each type of service. The total cost shown should equal the total proposed ESD annual budget.

○ *Projected revenue for new expansion area only.*

Benefit/Service (Examples)	Cost	% of Budget
Administration	\$25,289.86	3%
District and Business Marketing	\$3,000.00	0.3%
Business Support and Recruitment	\$1,592.04	0.2%
Public Safety Services	\$580,734.40	69%
Janitorial Services	\$232,379.00	27.5%
Total (should equal total assessment collected)	\$842,995.30	100%

○ Proposed use of estimated revenue attributed to the district expansion:

- Public Safety Services:

- Hire 6 additional FTE Public Safety Coordinators:

- Day Shift 06:00 to 14:30 x 2 Public Safety Coordinators x 7 days a week

- Swing Shift 14:00 to 22:30 x 2 Public Safety Coordinators x 7 days a week

- Patrol Vehicle and Gas to expedite calls for services in a larger geographical area

- Janitorial Services:

- Hire 3 additional Crew 2 personnel:

- 1 x Day Shift of 2 crew in a vehicle x 7 days a week

- Janitorial Services Pickup Truck and Cleaning Supplies

- 8) Describe how each ratepayer classification will benefit from the services relative to their assessment. If a classification of ratepayers is paying a lower or higher rate, demonstrate how their assessment ties to the direct benefits they will receive.
- All rate-paying properties will receive the same level of service and be assessed using the same fundamental fee formula. However, the fee for residential units and affordable housing units are capped. Affordable housing providers will continue to be assessed at \$26.50/unit per year and \$58/unit per year, for non-profit and for-profit operators respectively. Residential assessments will be capped at \$200/unit per year. DPCS is committed to providing the same level of services offered to the whole of the district regardless of rate structure for individual properties.

Outreach:

Outreach Material Distribution and Engagement Methods

- 1) Please describe how the outreach materials (e.g., map, work plan, budget, rate structure, etc.) were provided to all ratepayers (as defined in the Glossary) and how feedback was collected from them.
 - After selecting preliminary boundaries, DPCS staff directly contacted property owners, managers, and tenants to discuss the expansion proposal. DPCS also distributed information about expansion to the Central City Coalition (comprised of representatives from institutions based in the central city), posted expansion info to the downtownportland.org website and DPCS social media, and distributed flyers to retail businesses and community members within the expansion area. DPCS staff registered support or opposition from potential ratepayers, ensured sustainable service provision in those areas, and adjusted the boundaries as necessary. Property owners and property managers in communication with DPCS staff were also made aware of the City's community engagement process and methods for registering official opposition to expansion.
- 2) Describe the outreach and engagement conducted to determine support for the ESD proposal, including outreach to the different stakeholders, geographic areas, ratepayer classifications, etc. Include dates of group meetings and attendance, number of individual meetings, number of letters mailed, electronic communications, etc. The City currently recommends that ratepayers and other identified stakeholders are provided with reasonable notice and opportunity to provide feedback about the proposed ESD.
 - Outreach includes, but is not limited to:
 - 4/2024 - 7/2024: Meeting with representatives of organizations from the western and southern portions of the proposed expansion area
 - 4/25 & 5/23: Formal presentations to the Central City Coalition
 - 5/15 and 6/11: Meeting with representatives from the West End Security District
 - 6/12: Meeting with Lincoln High School Principal
 - 6/16: Meeting with REACH CDC
 - 6/25: Meeting with Hotel deluxe
 - 8/12: Meeting with CBRE team regarding Tanner Point
 - 8/14: Meeting with Director of Oregon Department of Transportation, Kris Stickler concerning the I-405 surface streets between Burnside and 26.
 - Public Information sessions were held on:
 - 6/24 - St. Stephens Episcopal Church, 5 community attendees
 - 7/8 - Lincoln High School – 11 community attendees
 - Canvassing and public-meeting flyer distribution (see Exhibit 3) to retail businesses in expansion areas the weeks of:

- 6/17
- 7/1
- [DPCS Expansion landing page](#) (86 page views)
- [June Street Beat](#) article regarding expansion and 7/8 community meeting: (sent to 1,098 contacts, 49.1% open rate with 106 unique clicks on expansion article CTA)
 - [DPCS community meeting event page](#): (106 page views, resulting in 7 event registrations)
- Social media posts across three platforms on July 3 to promote upcoming community meeting: (1,334 impressions, 140 engagements and 51 post link clicks as of 8/20/2024)
 - [LinkedIn post](#)
 - [Instagram post](#)
 - [Facebook post](#)

Appendix

- 1) Exhibit 1
 - Formal letter to the City from ESD Board Chair or originating organization who is authorized to conduct business with the City, requesting formation/renewal/expansion.
 - (originally submitted on August 23, 2024 in original ESD Petition Packet)
- 2) Exhibit 2
 - Potential District Expansion Flier with Initially Proposed Boundary Map
 - Handed out by DPCS staff while canvassing retail businesses within potential expansion areas on 6/17 and 7/1.
 - (originally submitted on August 23, 2024 in original ESD Petition Packet)
- 3) Exhibit 3
 - Initial Proposed Boundary Map
 - (originally submitted on August 23, 2024 in original ESD Petition Packet)
- 4) Exhibit 4
 - Final Proposed Boundary Map
 - (submitted with Revised ESD Petition Packet on October 1, 2024)
- 5) Exhibit 5
 - Clean & Safe Expansion Presumptive Ratepayers by Parcel
 - (submitted with Revised ESD Petition Packet on October 1, 2024)



Exhibit 1

September 3, 2024

Mayor Ted Wheeler
Commissioner Rene Gonzalez
Commissioner Mingus Mapps
Commissioner Carmen Rubio
Commissioner Dan Ryan
Michael Jordan, Chief Administrative Officer
Thomas Lannom, Chief Financial Officer

RE: Request for Downtown Portland Clean & Safe expansion, renewal, contract update

Mayor Wheeler and Commissioners,

We are writing on behalf of the Downtown Portland Clean & Safe Board to formally request the expansion, district renewal (initiating August 1, 2025) and scope of work update for the Clean & Safe Enhanced Service District Charter in accordance with City Code Chapter 6.06.190.

Originally founded in 1988 as an informal group of downtown property owners and managers, the Downtown Portland Clean & Safe District was formalized into city code in 1991. Clean & Safe provides enhanced services to the people, places and businesses within a core 213-block area of our central city. The district is one of the oldest, largest and most successful enhanced service districts in the nation.

Downtown Portland has faced significant challenges in recent years and Clean & Safe has received multiple requests from a variety of stakeholders to expand our service area. Given the lack of codified expansion language in city code, Clean & Safe began a community engagement process which included identifying boundaries, gauging support from property owners and the community, and ensuring potential revenues allow for equal provision of services to expansion areas.

Currently, the services provided by Downtown Portland Clean & Safe are limited to their existing service boundaries, despite many areas in need of similar support remaining outside of the district. By expanding the Clean & Safe service area, we can ensure that the benefits of a cleaner, safer, and more vibrant environment are felt throughout a larger portion of our city, ultimately supporting the well-being of all who live, work, and visit Downtown Portland.

As we make this request, we also wish to extend our gratitude to Mayor Wheeler and each city Commissioner for your continuous engagement and collaboration with the ESDs. While we continue our partnership to grow our beloved central city, the dedication to improving and maintaining the condition

of our central city has been heroic. We look forward to strengthening our partnership and collaborating as the district expansion process continues.

Tessa Peterson
Board Chair
Downtown Portland Clean & Safe

A handwritten signature in black ink, appearing to read 'Tessa Peterson', followed by a horizontal line.



POTENTIAL DISTRICT EXPANSION

Downtown Portland Clean & Safe provides enhanced services to the people, places, and businesses within a core 213-block area of Downtown Portland. Based on demand and inquiries about our programs, we are exploring the expansion of our Enhanced Service District.

See back for current district map and potential expansion area.

Programs & Services

- Janitorial Services
- Public Safety Services
- Retail Support & Marketing
- Public Space Activation
- Street Outreach
- Holiday Lighting
- Visitor Assistance

HOW IT WORKS?

Property owners and managers within the Enhanced Service District pay a fee to supplement services for neighborhood improvements and enhanced amenities. This work includes cleaning, sidewalk safety and security, market research, retail support and more.

YOU'RE INVITED:

Monday, July 8
5 - 6:30 p.m.
Lincoln High School - Cafeteria
1750 SW Salmon St.
Portland, OR 97205

REGISTER

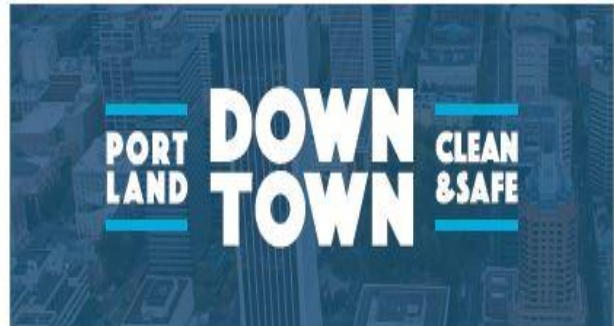


LEARN MORE

If you are interested in learning more about Downtown Portland Clean & Safe and how the potential expansion would impact your business or organization, please attend an upcoming community meeting.

Questions? Contact Meikelo Cabbage at meikelo@portlandmetrochamber.com.

DowntownPortland.org



POTENTIAL DISTRICT EXPANSION

Downtown Portland Clean & Safe provides enhanced services to the people, places, and businesses within a core 213-block area of Downtown Portland. Based on demand and inquiries about our programs, we are exploring the expansion of our Enhanced Service District.

See back for current district map and potential expansion area.

Programs & Services

- Janitorial Services
- Public Safety Services
- Retail Support & Marketing
- Public Space Activation
- Street Outreach
- Holiday Lighting
- Visitor Assistance

HOW IT WORKS?

Property owners and managers within the Enhanced Service District pay a fee to supplement services for neighborhood improvements and enhanced amenities. This work includes cleaning, sidewalk safety and security, market research, retail support and more.

YOU'RE INVITED:

Monday, July 8
5 - 6:30 p.m.
Lincoln High School - Cafeteria
1750 SW Salmon St.
Portland, OR 97205

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Exhibit 2



Exhibit 3



Exhibit 5:

Clean & Safe Expansion Presumptive Ratepayers by Parcel

R000000	Broadway Corridor expansion
R000000	South and west expansion
Ratepayer Name	Projected to be fee exempt

Presumptive Parcel Assessment	Parcel ID	Situs Address
\$0.00	R140726	715 NW HOYT ST
\$370.63	R141433	1030 NW NAITO PKWY
\$16,097.20	R141434	1200 NW NAITO PKWY
\$8,583.16	R141440	1362 NW NAITO PKWY
\$10,175.01	R291740	1207 NW NAITO PKWY
\$1,280.32	R508396	NW NAITO PKWY
\$9,770.95	R533583	1020 NW 9TH AVE
\$13,141.72	R533584	810 NW MARSHALL ST
\$15,251.60	R533585	1020 WI/ NW 9TH AVE
\$36,364.24	R533586	1150 NW 9TH AVE
\$115,355.54	R533587	1250 NW 9TH AVE
\$929.66	R533589	NW LOVEJOY CT
\$626.56	R533590	NW LOVEJOY ST
\$0.00	R709059	NEC/ HOYT & NW 9TH AVE
\$1,186.02	R709060	NWC/ HOYT & NW BROADWAY
\$0.00	R709061	NW 9TH AVE
\$0.00	R709062	NW 9TH AVE
\$932.67	R709063	NW HOYT ST
\$1,340.72	R709064	NW BROADWAY
\$1,340.72	R709065	NW 9TH AVE
\$2,273.39	R709066	NW BROADWAY
\$1,142.39	R709067	SEC/ LOVEJOY & NW 9TH AVE
\$676.39	R709068	NW LOVEJOY ST
\$787.55	R709069	SWC/ LOVEJOY & NW BROADWAY
\$41,600.00	R239850	301 SW LINCOLN ST
\$39,600.00	R239851	245 SW LINCOLN ST
\$1,457.20	R246220	1698 SW 5TH AVE
\$0.00	R246221	1716 SW 5TH AVE
\$509.20	R246226	415 W/ SW MONTGOMERY ST
\$443.77	R246227	415 SW MONTGOMERY ST
\$2,989.16	R246230	1834 SW 5TH AVE
\$0.00	R246265	1615 SW 5TH AVE
\$6,585.91	R246343	600 SW MARKET ST
\$112.10	R246344	600 WI/ SW MARKET ST
\$182.15	R246345	600 WI/ SW MARKET ST

\$910.75	R246477	935 SW MAIN ST
\$112.10	R246480	930 SW SALMON ST
\$182.15	R246481	1005 WI/ SW PARK AVE
\$33,696.47	R246482	1119 SW PARK AVE
\$25,768.54	R246483	1219 SW PARK AVE
\$0.00	R246484	1315 SW PARK AVE
\$0.00	R246485	1331 SW PARK AVE
\$8,785.15	R246486	1312 SW 10TH AVE
\$168.15	R246487	1312 WI/ SW 10TH AVE
\$3,868.52	R246488	1405 SW PARK AVE
\$6,000.00	R246489	1415-1419 SW PARK AVE
\$11,152.60	R246490	1431 SW PARK AVE
\$346.46	R246491	1438 SW 10TH AVE
\$0.00	R246492	921 SW CLAY ST
\$125.50	R246493	SW 10TH AVE
\$251.76	R246494	SEC/ 10TH & SW COLUMBIA ST
\$38,200.00	R246495	1525 SW PARK AVE
\$536.27	R246538	1016 SW CLAY ST
\$542.23	R246539	1515 SW 10TH AVE
\$0.00	R246540	1025 SW MARKET ST
\$8,429.12	R246545	1417 SW 10TH AVE
\$455.38	R246546	SW 10TH AVE
\$658.83	R246548	1422 SW 11TH AVE
\$28,200.00	R246553	1010 SW JEFFERSON ST
\$4,569.91	R246556	1111 SW 10TH AVE
\$78.47	R246557	1130 SW 11TH AVE
\$4,320.57	R246558	1024 SW MAIN ST
\$5,976.79	R246559	1001-1019 SW 10TH AVE
\$777.66	R246560	1005 SW MAIN ST
\$4,917.74	R246563	1022 SW SALMON ST
\$857.75	R246610	737 SW 11TH AVE
\$224.20	R246611	737 WI/ SW 11TH AVE
\$583.11	R246612	1123 SW YAMHILL ST
\$905.59	R246613	1135-1137 SW YAMHILL ST
\$182.15	R246614	1122 WI/ SW MORRISON ST
\$3,819.41	R246615	1122-1138 SW MORRISON ST
\$1,201.95	R246616	837 SW 11TH AVE
\$11,640.96	R246617	821-837 SW 11TH AVE
\$728.60	R246618	804 SW 12TH AVE
\$0.00	R246620	909 SW 11TH AVE
\$6,152.11	R246621	1121 SW SALMON ST
\$604.06	R246622	1110 SW SALMON ST
\$182.15	R246623	SWC/ 11TH & SW SALMON ST

\$2,549.86	R246624	1025 SW 11TH AVE
\$189.78	R246625	1101 SW MAIN ST
\$728.60	R246626	SW MAIN ST
\$3,535.01	R246628	1115 SW 11TH AVE
\$0.00	R246630	1142-1146 SW 12TH AVE
\$6,509.25	R246631	1126 SW 12TH AVE
\$1,419.85	R246632	1130 SW MAIN ST
\$2,618.53	R246633	1201 SW 11TH AVE
\$6,408.84	R246634	1200 SW 12TH AVE
\$6,069.46	R246635	1217 SW 11TH AVE
\$39,200.00	R246636	1111 SW JEFFERSON ST
\$630.09	R246637	1305 SW 11TH AVE
\$318.40	R246639	SW 11TH AVE
\$182.15	R246640	SW COLUMBIA ST
\$3,293.82	R246641	1129 SW COLUMBIA ST
\$247.67	R246642	1326 SW 12TH AVE
\$946.24	R246643	1318 SW 12TH AVE
\$2,549.81	R246647	1415 SW 11TH AVE
\$16,922.22	R246648	1430 SW 12TH AVE
\$1,364.77	R246649	1402-1406 SW 12TH AVE
\$2,194.12	R246650	1124 SW COLUMBIA ST
\$3,625.95	R246651	1110 SW CLAY ST
\$1,834.46	R246652	1515-1519 SW 11TH AVE
\$12,400.00	R246653	1101 SW MARKET ST
\$29,200.00	R246654	1177 SW MARKET ST
\$16,600.00	R246655	1500 SW 12TH AVE
\$1,104.50	R246821	1220 SW COLUMBIA ST
\$0.00	R246823	1431 SW 12TH AVE
\$0.00	R246824	1432 SW 13TH AVE
\$4,222.37	R246825	1240 SW COLUMBIA ST
\$4,975.20	R246826	1511 SW 12TH AVE
\$3,895.06	R246827	1515 SW 12TH AVE
\$0.00	R246828	1530 WI/ SW 13TH AVE
\$3,011.30	R246829	1530 SW 13TH AVE
\$0.00	R246830	1530 WI/ SW 13TH AVE
\$1,571.12	R246831	1508 SW 13TH AVE
\$2,482.29	R246832	1221 SW 12TH AVE
\$1,178.82	R246833	1201-1239 SW JEFFERSON ST
\$2,675.97	R246834	1305 SW 12TH AVE
\$151.18	R246835	1305 WI/ SW 12TH AVE
\$2,600.00	R246836	1331 SW 12TH AVE
\$182.15	R246837	1316 WI/ SW 13TH AVE
\$609.65	R246839	1316 WI/ SW 13TH AVE

\$1,253.63	R246840	1316 SW 13TH AVE
\$5,200.00	R246841	1232 SW JEFFERSON ST
\$455.38	R246842	1200 WI/ SW MAIN ST
\$3,888.51	R246843	1125 SW 12TH AVE
\$4,013.76	R246844	1201 SW 12TH AVE
\$0.00	R246847	1126-1132 SW 13TH AVE
\$3,529.11	R246848	1200 SW MAIN ST
\$0.00	R246849	1011 SW 12TH AVE
\$0.00	R246850	1021 SW 12TH AVE
\$0.00	R246851	1034 SW 13TH AVE
\$0.00	R246853	1011 SW 12TH AVE
\$0.00	R246854	1226 SW SALMON ST
\$12,139.99	R246856	800 SW 13TH AVE
\$9,970.48	R246857	909 SW 12TH AVE
\$0.00	R246858	1220 SW TAYLOR ST
\$0.00	R246859	SW 13TH AVE
\$616.14	R246861	920 SW 13TH AVE
\$1,160.76	R246862	900 SW 13TH AVE
\$34,831.89	R246865	1220 SW Morrison
\$49,715.83	R272214	2020 SW 4TH AVE
\$37,000.00	R272216	222 SW HARRISON ST
\$7,746.05	R272217	150 SW HARRISON ST
\$1,286.85	R272218	199 SW LINCOLN ST
\$4,803.67	R272219	2075 SW 1ST AVE
\$7,034.03	R272233	1881 SW NAITO PKWY
\$3,709.15	R272235	2000 SW 1ST AVE
\$9,159.65	R502223	SW JEFFERSON ST
\$10,494.28	R504096	1005 SW PARK AVE
\$8,108.52	R539001	SW 11TH AVE
\$5,592.57	R584325	SW COLUMBIA ST
\$47,433.15	R586490	SW 10TH AVE
\$6,951.24	R591935	1140 SW 11TH AVE
\$28,891.46	R603543	SW HALL ST
\$1,098.11	R606601	930 WI/ SW SALMON ST
\$54,953.65	R709297	SW 5TH AVE