

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Terri Williams		2. Telephone No. 5-2469	3. Bureau/Office/Dept. Revenue
4a. To be filed (hearing date): Filed: July, 14, 2011 Council date: July 20, 2011	4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: July 6, 2011
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation Title:

* Allow the Downtown Business District fee calculation for the 2011-2012 license year to waive increasing the CPI adjustment required under PCC Section 6.06.200 and 6.06.210 (Ordinance)

2) Purpose of the Proposed Legislation:

This ordinance authorizes no increase to the CPI escalation factor for the license year 2011-2012 fee calculation for the Downtown Business District (Clean & Safe) property management license fee. Additionally, the time to review the District expansion and fee calculation questions be extended by two months to provide enough time for a thorough public involvement process. Any changes as a result of this review should be brought to City Council by December 30, 2011, to allow for changes to be in place for the 2012-2013 license year.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input checked="" type="checkbox"/> Central City | | | |
| <input type="checkbox"/> Internal City Government Services | | | |

FINANCIAL IMPACT**4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.**

No change to revenues in the current fiscal year is anticipated as this is a one-time waiver of the CPI escalation factor.

5) Expense: What are the costs to the City related to this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the level of confidence.)

No additional costs are anticipated during the current fiscal year.

6) Staffing Requirements:

- **Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?** *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)*
No change in positions.
- **Will positions be created or eliminated in future years as a result of this legislation?**
NO.

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☒ **YES:** Please proceed to Question #9.

☐ **NO:** Please, explain why below; and proceed to Question #10.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item? The funds raised by the Downtown Business District property management license fee funds Clean & Safe services (increased cleaning, patrol services and other services) within the District. The waiver of the CPI escalation factor for the 2011-2012 license year means that the bills will be approximately the same as the prior license year.

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved? Approximately 500 notices were mailed to the Property Managers within the district of the public hearing before City Council on April 20, 2011, on the subject of renewing the Downtown Business District. This hearing was a sunset review of the District, as required by City Code every ten (10) years. Testimony was heard by City Council, and the resolution (No. 36857) to renew the District for another ten (10) years was approved by Council. Additionally, prior to the April 20th City Council hearing, significant outreach was conducted by the Clean & Safe, Inc. Board of Directors and the Portland Business Alliance. The report on those outreach efforts are an exhibit to Resolution No. 36857.

c) How did public involvement shape the outcome of this Council item? Two questions were raised during outreach meetings and at City Council regarding possible District expansion and the current fee calculation as applied to Condo properties. These two items are being reviewed as directed by Council. Information about the review process and recommendations is available at www.portlandonline/omf/dbid. This ordinance extends the period for this additional outreach and review by two months to ensure that a thorough process can take place and appropriate recommendations for City Council can be developed.

d) Who designed and implemented the public involvement related to this Council item? Clean and Safe and the Revenue Bureau for Resolution 36857, passed by Council on April 20, 2011. The upcoming outreach process was designed by the Revenue Bureau and OMF Business Operations.

e) Primary contact for more information on this public involvement process (name, title, phone, email): Terri Williams, License & Tax Division Manager, Revenue Bureau, 503-865-2469, Terri.Williams@portlandoregon.gov

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not. Additional public involvement on the Downtown Business District as discussed in 9c above will happen between July and December, 2011.

Thomas W. Lannom



BUREAU DIRECTOR (Typed name and signature)



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE
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Kenneth L Rust, Chief Administrative Officer

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FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison

DATE: June 29, 2011

TO: Mayor Sam Adams

FROM: Thomas Lannom, Revenue Bureau Director

RE: ORDINANCE TITLE * Allow the Downtown Business District fee calculation for the 2011-2012 license year to waive increasing the CPI adjustment required under PCC Section 6.06.200 and 6.06.210 (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** July 14, 2011
2. **REQUESTED COUNCIL AGENDA DATE:** July 20, 2011
3. **CONTACT NAME & NUMBER:** Terri Williams x52469
4. **PLACE ON:** ☒ **CONSENT** ☐ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ **Y** ☐ **N** ☐ **N/A**
6. **(3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**
ATTACHED: ☒ **Yes** ☐ **No** ☐ **N/A**

7. BACKGROUND/ANALYSIS

The City Council passed Resolution No. 36857 on April 20, 2011, to extend the current District and the License Fee for a ten (10) year period. **The resolution also directed the Revenue Bureau and Clean & Safe, Inc., to determine if the District should be expanded and to consider changes to the fee formula. Those efforts are under way and will come forward under separate Council action.**

This ordinance authorizes no increase to the CPI escalation factor for the license year 2011-2012 fee calculation for the Downtown Business District (Clean & Safe) property management license fee and accepts the zero increase that the Clean & Safe, Inc. Board of Directors allowed during the past two license years. Additionally, the time to review the District expansion and fee calculation questions are extended by two months to provide enough time for a thorough public involvement process. Any changes as a result of this review should be brought to City Council by December 30, 2011, to allow for changes to be in place for the 2012-2013 license year.

8. FINANCIAL IMPACT

There are no financial impacts as a result of the waiver of CPI escalation for the 2011-2012 license year.

9. RECOMMENDATION/ACTION REQUESTED

Bills for the 2011-2012 license year are required by code to be sent by August 1st each year. Without this waiver, the upcoming bills would have to be increased by the increased CPI for the last three years, resulting in a significant increase in the amount paid by the property managers. Since the economic recovery is still

slow, such an increase is not in the best interests of the District. An emergency clause is on this ordinance to ensure that we can accurately calculate bills by the August 1st date required by code.

The Bureau respectfully requests that the emergency ordinance be passed to authorize the CPI factor and extend by two months the public outreach process and recommendation timeline to ensure a thorough public involvement process can be completed.