

Portland, Oregon

## FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Karla Moore-Love		2. Telephone No. 823-4086	3. Bureau/Office/Dept. Auditor/Council Clerk
4a. To be filed (date): November 2, 2011	4b. Calendar (Check One)  <div style="display: flex; justify-content: space-around;"> <span>Regular <input checked="" type="checkbox"/></span> <span>Consent <input type="checkbox"/></span> <span>4/5ths <input type="checkbox"/></span> </div>		5. Date Submitted to Commissioner's office and FPD Budget Analyst:
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 Titles:

Approve Council Minutes for calendar year 2007 (Report)  
 Approve Council Minutes for calendar year 2008 (Report)  
 Approve Council Minutes for calendar year 2009 (Report)  
 Approve Council Minutes for January-June 2010 (Report)

### 2) Purpose of the Proposed Legislation:

Approval of Council minutes. The minutes are presented by year to ensure that Commissioners are able to vote on separate sets of minutes as they are comfortable. Official Minutes are prepared by the Council Clerk and Council Clerk Staff. They consist of summaries of meetings which include date and time of meeting, members present, motions, proposals, resolutions, orders, ordinances and measures proposed and their dispositions, results of votes of each member, and action taken. Minutes also include closed captioning transcripts which include the detail of discussion and testimony before Council.

### 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 checked="" 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 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.

There is no financial impact.

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.)*

There is no financial impact.

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.
- 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.

Council minutes document the official actions of Council proceedings. The public is not involved in preparing the minutes.

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

- a) What impacts are anticipated in the community from this proposed Council item?
- 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?
- c) How did public involvement shape the outcome of this Council item?
- d) Who designed and implemented the public involvement related to this Council item?
- e) Primary contact for more information on this public involvement process (name, title, phone, email):

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

No. The primary function of minutes is to record the decisions that have already been made. The public has access to all Council Meeting minutes.

LaVonne Griffin-Valade, City Auditor

BUREAU DIRECTOR (Typed name and signature)

