

RESOLUTION No. 36960

Establish guidelines for public involvement in bureaus' budget advisory committee process (Resolution)

WHEREAS, Portland City government works best when community members and government work together as partners, and effective public involvement is essential to achieving and sustaining this partnership and the civic health of our city;

WHEREAS, City Council adopted Public Involvement Principles (Resolution No 36807) which states that effective public involvement:

- ❖ Ensures better City decisions that more effectively respond to the needs and priorities of the community;
- ❖ Engages community members and community resources as part of the solution;
- ❖ Engages the broader diversity of the community, especially people who have not been engaged in the past;
- ❖ Increases public understanding of and support for public policies and programs; and
- ❖ Increases the legitimacy and accountability of government actions.

WHEREAS, the Council created the Public Involvement Advisory Council (PIAC) in 2008 in response to urging from community members and City bureaus to help the City involve the public more consistently and in more meaningful ways in the work of the City;

WHEREAS, the Council charged PIAC with proposing and presenting public involvement guidelines for the City to the Mayor and Council for consideration and approval;

WHEREAS, each bureau is required to convene a budget advisory committee (BAC) on an annual basis, and yet no previous direction has been given to bureaus on how to involve the public in their BAC process;

WHEREAS, the attached guidelines were designed to yield more consistent and higher quality public involvement processes across City bureaus' BACs (see Exhibit A for BAC public involvement guidelines);

NOW THEREFORE, BE IT RESOLVED, that the Council establishes the attached seven guidelines as requirements for bureau's budget advisory committees and directs the Office of Management and Finance (OMF) to include these seven guidelines as part of its directions to city bureaus for their annual budget process;

BE IT FURTHER RESOLVED, that the Council directs all City bureaus to implement these seven guidelines in their bureau BAC process, beginning with the development of the 2013-2014 fiscal year budget;

BE IT FURTHER RESOLVED, that the Council directs PIAC to develop a best practices checklist to assist BAC staff coordinators with improving public involvement efforts and

implementing the new guidelines;

BE IT FURTHER RESOLVED, that the Council directs PIAC to work with OMF, the Office of Neighborhood Involvement (ONI) and bureau BAC staff coordinators to convene community stakeholders, representing diverse perspectives, to meet once after the completion of the budget cycle to debrief the City's public involvement in the budget process;

BE IT FURTHER RESOLVED, that the Council directs PIAC to work with ONI to advocate in future budget cycles to fund diverse community organizations to deliver culturally specific engagement of the City's historically underrepresented populations in the City's budget process;

BE IT FURTHER RESOLVED, this resolution is binding city policy.

Adopted by the Council: SEP 26 2012

Commissioner Amanda Fritz

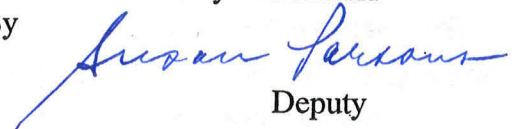
Prepared by: Afifa Ahmed-Shafi

Date Prepared: September 20, 2012

LaVonne Griffin-Valade

Auditor of the City of Portland

By



Deputy

Agenda No.
RESOLUTION NO.
Title

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INTRODUCED BY Commissioner/Auditor: Amanda Fritz	CLERK USE: DATE FILED <u>SEP 21 2012</u>
COMMISSIONER APPROVAL Mayor—Finance and Administration - Adams Position 1/Utilities - Fritz <i>[Signature]</i> Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Leonard	By: <i>[Signature]</i> Deputy
BUREAU APPROVAL Bureau: Neighborhood Involvement Bureau Head: A. Alarcón de Morris <i>[Signature]</i> Prepared by: Afifa Ahmed-Shafi Date Prepared: September 20, 2012 Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/> Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Council Meeting Date September 26, 2012 City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan	ACTION TAKEN:

AGENDA TIME CERTAIN <input checked="" type="checkbox"/> Start time: 9:30, Item 2 of 3 Total amount of time needed: 30 min for all 3 items (for presentation, testimony and discussion) CONSENT <input type="checkbox"/> REGULAR <input type="checkbox"/> Total amount of time needed: _____ (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	—	
4. Leonard	4. Leonard	✓	
Adams	Adams	✓	