

Portland, Oregon
FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT
For Council Action Items

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

1. Name of Initiator Julie Ocken	2. Telephone No. 503-823-6041	3. Bureau/Office/Dept. Planning and Sustainability
4a. To be filed (date): August 31, 2011	4b. Calendar (Check One) Regular Consent 4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	5. Date Submitted to Commissioner's office and FPD Budget Analyst: August 22, 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:

*Authorize an Intergovernmental Agreement with Portland State University for \$10,000 in support of the First Stop Portland program to provide services of logistics and coordination for visiting delegations. (Ordinance)

2) Purpose of the Proposed Legislation:

Provide \$10,000 in financial support to a program administered by PSU College of Urban and Public Affairs to organize and coordinate tours by visiting delegations. The program enhances the City's international reputation and supports Bureau of Planning and Sustainability's mission to educate the public about sustainable environmental practices.

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 type="checkbox"/> Central City | | | |
| <input checked="" 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.

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

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or match required. If there is a project estimate, please identify the *level of confidence*.)

This legislative action pays PSU Foundation \$10,000. Funds are appropriated in the FY 11-12 budget for Bureau of Planning and Sustainability, Cost Center PNSD000002. Funds are to be paid out of Grant Number SD000008.

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.)*

None.

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.

This relates to an internal business purpose. The Bureau of Planning and Sustainability sponsors programs that support the City's mission to encourage development and practices that promote conservation efforts. In the past individual bureaus took responsibility for hosting visiting delegations interested in touring Portland's achievements in sustainable development and environmental protection. Portland State University's College of Urban and Public Affairs has established the First Stop Program to coordinate tours and activities for visiting delegations, thereby reducing the cost of time and effort undertaken by city bureaus.

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?

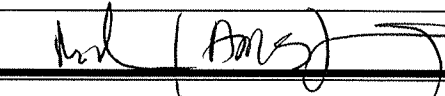
d) Who designed and implemented the public involvement related to this Council item?

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.

The Bureau of Planning and Sustainability will continue to seek authorization for donations to the First Stop Program at public City Council meetings so long as funding allows.

Susan Anderson, Director

Michael Armstrong 

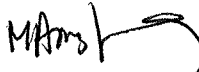
BUREAU DIRECTOR (Typed name and signature)



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Bureau of Planning and Sustainability
Innovation. Collaboration. Practical Solutions.

MEMO

DATE: August 19, 2011
TO: Mayor Sam Adams
FROM: Susan Anderson, Director 

1. Ordinance Title: *Authorize an Intergovernmental Agreement with Portland State University for \$10,000 in support of the First Stop Portland program to provide services of logistics and coordination for visiting delegations. (Ordinance)

Contact Name: Julie Ocken

Department: Executive Assistant Phone Number: 503-823-6041

2. Requested Council Date: August 17, 2011
3. Consent Agenda Item Regular Agenda Item
4. Emergency Item (explain below) Non-Emergency Item

If this is an emergency, why does this need to take effect immediately:

This is a continuing program administered by Portland State University. The funding from the Bureau of Planning and Sustainability supports ongoing services and supplements donations from other City offices and agencies.



City of Portland, Oregon | Bureau of Planning and Sustainability | www.portlandonline.com/bps
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5. Purpose of Agenda Item:

Provide \$10,000 in financial support to a program administered by PSU College of Urban and Public Affairs to organize and coordinate tours by visiting delegations. The program enhances the City's international reputation and supports Bureau of Planning and Sustainability's mission to educate the public about sustainable environmental practices. This funding is in conjunction with a contribution from the Mayor's office.

6. History of Agenda Item/Background:

- Portland State University's First Stop Portland program provides planning and logistical support for visiting delegations interested in learning about Portland's sustainable policies and practices, streamlining the process for both visitors and for BPS staff who are asked to meet with them.
- BPS works closely with First Stop Portland in coordinating meetings and tours for national and international delegations visiting Portland to see the city's work in sustainable planning methods.
- First Stop Portland has been a great service for the City, with hundreds of people using their service, while the program relieves City staff of the workload of organizing.
- BPS hopes to continue to grow its relationship with First Stop Portland to both meet with new delegations and to provide input about furthering First Stop's work with BPS and other local leaders/organizations in the future.

7. Legal Issues: None.**8. What individuals or groups are likely to support or oppose this action?**

Government agencies, businesses associations and advocates for planning and sustainability support efforts to publicize the City's policies and programs.

9. How does this relate to current City policies?

This program demonstrates Portland's implementation of sustainable programs and successes with livability, thereby contributing to the economic welfare of the city and helping spread sustainable practices nationally and around the world.

