

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

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

1. Name of Initiator Alicia Polacok	2. Telephone No. 503-823-7107	3. Bureau/Office/Dept. Planning and Sustainability
4a. To be filed (date): October 12, 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: October 4, 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:

Amend contract with Northeast Coalition of Neighborhoods in the amount of \$35,000 to serve as fiscal agent to distribute funds for additional outreach services in the Portland community (Ordinance; amend Contract No. 30001236)

2) Purpose of the Proposed Legislation:

This action amends a contract to continue the relationship with Northeast Coalition of Neighborhoods (NECN) as fiscal agent for distribution of the City's funds for outreach efforts that increase public participation in civic events in the community. The City will provide an additional \$35,000 to NECN, with 7% available to NECN as an administrative fee, and \$32,550 for distribution to neighborhood groups.

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 checked="" type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input checked="" type="checkbox"/> North |
| <input checked="" type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input checked="" 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.

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

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

The \$35,000 expense will be funded as follows:

1. Funds are appropriated in the BPS Fiscal Year 11-12 budget for the Clean Energy program; PNSD000002, and
2. Funds are appropriated in the BPS Fiscal Year 11-12 budget for the ReThink workshop series and community action grant program; Sustainability Education and Assistance, PNSD000004, and
3. Funds to be appropriated in the Fall BuMP for Sustainability Education and Assistance, PNSD000004, for the citywide Curbside Collection Service changes.

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.)*

Not all funding for this action is appropriated in the FY 11-12 budget for the Bureau of Planning and Sustainability. Additional funds will be appropriated in the Fall BuMP.

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 is an internal procedure to amend a contract to continue a partnership with Northeast Coalition of Neighbors to act as a fiscal agent for distribution of funds to community groups for civic purposes.

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):

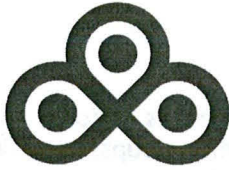
10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

BPS will work directly with community organizations to engage them in opportunities to get involved with outreach and education of residents.

Susan Anderson/Michael Armstrong



BUREAU DIRECTOR (Typed name and signature)



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

MEMO

DATE: October 4, 2011
TO: Mayor Sam Adams
FROM: Susan Anderson, Director *[Signature]*

1. **Ordinance Title:** Amend contract with Northeast Coalition of Neighborhoods in the amount of \$35,000 to serve as fiscal agent to distribute funds for additional outreach services in the Portland community (Ordinance; amend Contract No. 30001236)

2. **Contact:** Alicia Polacok, Residential Education and Outreach Coordinator, 503-823-7107

3. **Requested Council Date:** October 12, 2011

4. Consent Agenda Item Regular Agenda Item
 Emergency Item (explain below) Non-Emergency Item

5. **Purpose of Agenda Item:** This action amends a contract to continue the relationship with Northeast Coalition of Neighborhoods (NECN) as fiscal agent for distribution of the City's funds for outreach efforts that increase public participation in civic events in the community. The City will provide an additional \$35,000 to NECN, with 7% available to NECN as an administrative fee, and \$32,550 for distribution to neighborhood groups.

6. **History of Agenda Item/Background:** Original services were advertised under solicitation No. BPS 006, two proposals were received, and a selection committee scored proposals. The eventual contract No. 30001236 with NECN enabled the City to create an avenue of communication and offer innovative incentives to engage community organizations and traditionally underrepresented groups to participate in Bureau of Planning and Sustainability (BPS) programs related to recycling, waste prevention and clean energy. To facilitate this involvement, various community organizations coordinated volunteer-based events, participated in new initiatives and educated others about these programs.

7. **Legal Issues:** None.



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8. What individuals or groups are or would be supportive or opposed to this action?

Supporters include neighborhood coalitions and associations; community groups; recycling and waste prevention advocates; energy and solar customers.

9. How does this relate to current City policies?

This program supports Comprehensive Plan goals and the City's Public Involvement Plan to encourage public participation in civic matters. Programs have been and will continue to be funded that support the City's Sustainable City Principles, the 2007 Portland Recycles! Plan and 2009 Climate Action Plan.

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