

Portland, Oregon

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

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

1. Name of Initiator Marian Gaylord	2. Telephone No. (503) 865-2486	3. Bureau/Office/Dept. Regulatory Division Revenue Bureau
4a. To be filed (date): November 17, 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: November 1, 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:

Appoint Debra Haugen and reappoint Richard Griffin and Ed Ferrero to the Towing Board of Review for terms to expire September 30, 2013. (Report)

2) Purpose of the Proposed Legislation:

Fill seats on the Towing Board of Review.

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

None.

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.

9) If “YES,” please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

The Towing Board of Review provides oversight and public advocacy in matters relating to the Tow Contract and agency-ordered tows. The City Tow Contract relates the outside contractors and regulates those tows initiated by City agencies (Police, Parking Enforcement) and agency partners (Streetcar, Multnomah County Sheriff's Office, etc.) The Board monitors contractor performance and compliance with regulations. The contract terms and other regulations provide important protections for members of the public.

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?

All Tow Board positions have been advertised for several years on the Office of Neighborhood Involvement website. Outreach has been made by Regulatory Division staff on an ongoing basis for additional public members. Routinely, when a complainant has shown interest in the issues that come before the Tow Board, staff has encouraged that member of the public to consider volunteering for a Tow Board position. Citizens were routinely given information regarding the position, as well as direction to appropriate information and forms. Despite ongoing outreach on a regular basis, it has taken a number of years to fill the third position on the Board.

c) How did public involvement shape the outcome of this Council item?

We now have a third public member, with all potential Board positions able to be filled, for the first time, as a result of ongoing recruitment efforts by staff.

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

Marian Gaylord, Tow Coordinator.

e) Primary contact for more information on this public involvement process (name, title, phone, email):

Marian Gaylord, Tow Coordinator; 503-865-2489; Marian.Gaylord@PortlandOregon.gov

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

We will continue our ongoing recruitment efforts to create a list of possible future replacements for outgoing Board members. All current public member positions will be filled with these appointments.

--

Mayor Adams



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE
Sam Adams, Mayor
Jack D. Graham, Chief Administrative Officer

Revenue Bureau
Thomas W. Lannom, Director
111 SW Columbia St., Room 600
Portland, Oregon 97201
(503) 823-5154
FAX (503) 279-2669
TTY (503) 823-6868

DATE: November 1, 2011

FOR MAYOR'S OFFICE USE ONLY

TO: Sam Adams, Mayor

Reviewed by Bureau Liaison

FROM: Thomas W. Lannom, Revenue Bureau Director

A handwritten signature in black ink, appearing to read "Tom Lannom".

RE: REPORT TITLE: Appoint Debra Haugen and reappoint Richard Griffin and Ed Ferrero to the Towing Board of Review for terms to expire September 30, 2013. (Report)

1. **INTENDED THURSDAY FILING DATE:** 11/17/11
2. **REQUESTED COUNCIL AGENDA DATE:** 11/23/11
3. **CONTACT NAME & NUMBER:** Marian Gaylord x52489
4. **PLACE ON:** x **CONSENT** **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** x **Y** **N** **N/A**
6. **(3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** **Yes** **No** x **N/A**

7. **BACKGROUND/ANALYSIS**

Several public member Tow Board positions are due for confirmation for terms expiring September 30, 2013. These positions are to fill three "members of the general public with no affiliation with the towing industry, appointed by the Mayor, subject to confirmation by the City Council to serve for a period of 2 years". (PCC 3.98)

Two of the candidates are renewing after several years of service. Richard Griffin and Ed Ferrero continue to do excellent service in their role representing the public interest.

We are very pleased to propose a third member of the general public after many years without success in filling the third position. We recommend the appointment of Debra Haugen, former manager of Portland Police Records Division. Ms. Haugen retired in 2006 after more than 30 years with the City. Her perspective and understanding of the complex issues of public agency towing will be invaluable on the Board.

These positions have been continuously advertised on the Office of Neighborhood Involvement website. We have regularly conducted outreach with those indicating an interest in towing issues. The three candidates listed above are the only applicants.

8. **FINANCIAL IMPACT**

There is no financial impact to the General Fund. This only relates to the filling of volunteer board positions.

9. **RECOMMENDATION/ACTION REQUESTED**

The Revenue Bureau is recommending the reappointment of Mr. Griffin and Mr. Ferrero, and appointment of Ms. Haugen to the Towing Board of Review.

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

www.portlandonline.com/omf/revenue