

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

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

1. Name of Initiator Jeff Baer, Director, Bureau of Internal Business Services		2. Telephone No. 503-823-6852	3. Bureau/Office/Dept. OMF-Internal Business Services-Facilities Services
4a. To be filed (date):  December 8, 2011	4b. Calendar (Check One)  Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>		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 Title:**

\*Reauthorize the City's participation in the Visitor Development Fund Services Agreement with Multnomah County, Metro, and the Visitor Development Fund, Inc., an Oregon nonprofit corporation (Ordinance; No. 174215)

**2) Purpose of the Proposed Legislation:**

Reauthorize City's participation in the Visitor Development Fund Services Agreement

**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)?**

- City-wide/Regional       Northeast       Northwest       North  
 Central Northeast       Southeast       Southwest       East  
 Central City  
 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.)

There is no cost to the City with the proposed legislation.

**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

185067

**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.

Not applicable.

**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 additional public involvement is anticipated or required. This proposed action reauthorizing the City's participation in the Visitor Development Fund Services Agreement.

JEFFREY B. BAER, DIRECTOR, BUREAU OF INTERNAL BUSINESS SERVICES

BUREAU DIRECTOR (Typed name and signature)



**CITY OF PORTLAND**  
OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor  
Jack D. Graham, Chief Administrative Officer  
Jeffrey B. Baer, Director, Bureau of Internal Business Services

185067  
Robert F. Kieta, Manager  
Facilities Services  
1120 S.W. Fifth Avenue, Rm. 1204  
Portland, Oregon 97204-1912  
(503) 823-5288  
FAX (503) 823-6924  
TTY (503) 823-6868

DATE: December 2, 2011

TO: Mayor Sam Adams

VIA: Cary Clarke, Arts & Culture Director

FROM: Jeff Baer, Director of Internal Business Services

RE: \*Reauthorize the City's participation in the Visitor Development Fund Services Agreement with Multnomah County, Metro, and the Visitor Development Fund, Inc., an Oregon nonprofit corporation (Ordinance; No. 174215)

**FOR MAYOR'S OFFICE USE  
ONLY**

Reviewed by Bureau Liaison

1. INTENDED THURSDAY FILING DATE: December 8, 2011
2. REQUESTED COUNCIL AGENDA DATE: December 14, 2011
3. CONTACT NAME & NUMBER: Cary Clarke, 3-5562
4. PLACE ON:  CONSENT  REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED:  Y  N  N/A
6. (2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:  Yes  No  N/A

7. BACKGROUND/ANALYSIS

Attached is an ordinance to authorize amendment reauthorizing the City's participation in the Visitor Development Fund Services Agreement, including any future amendments to the Agreement.

In February 2000, through Ordinance No. 174215, the City Council authorized the creation of a non-profit corporation whose Board included representatives of Multnomah County, Metro, and the Portland Oregon Visitors Association, now known as Travel Portland.

Through Ordinance No. 174215, the Visitor Development Fund Services Agreement established this non-profit to receive certain designated proceeds of the County tax increases and expending those revenues to attract visitors to Portland and Multnomah County that maximize hotel occupancy and vehicle rentals.

The Visitor Development Fund established a board of directors comprised of representatives of the visitor services industry and government officials including members of the County Commission, City Council and Metro.

The Visitor Development Fund Services Agreement acknowledged that the City Charter limited the duration of contract terms to 5 years with one 5-year renewal which expired April 2010.

The Visitor Development Fund Services Agreement provided at the end of each 10-year period, the City Council could reauthorize the City's participation in this Agreement and the other parties agreed

*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.*

to enter into another agreement with the City on the same terms contained in this Agreement, as it may have been amended.

**8. FINANCIAL IMPACT**

There is no cost to the City.

185067

**9. RECOMMENDATION/ACTION REQUESTED**

It is recommended Council reauthorize the City's participation in the Visitor Development Fund Services Agreement with Multnomah County, Metro, and the Visitor Development Fund, Inc., an Oregon nonprofit corporation.