

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Denise Kleim		2. Telephone No. 503-823-7338	3. Bureau/Office/Dept. BDS, 299/5000
4a. To be filed (hearing date): 5/15/13	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: 5/1/13
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 Claire Carder to the Development Review Advisory Committee for a parial term to expire October 11. 2014 (Report)

2) Purpose of the Proposed Legislation:

This appointment will fill the vacant *Neighborhood Coalition Land Use Committees* position on the Development Review Advisory Committee (DRAC) as required by Portland City Code Title 3.30.030(B).

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 | | | |

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.

This legislation will neither generate nor reduce current or future City revenue. This is an appointment to a citizen-volunteer position.

5) Expense: What are the costs to the City as a result of 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 are no costs to the City as a result of this legislation. This is an appointment to a citizen-volunteer position.

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 positions will be created, eliminated, or re-classified in the current year as a result of this legislation.

- **Will positions be created or eliminated in future years as a result of this legislation?**

No positions will be created, eliminated, or re-classified in future years as a result of this legislation.

(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.)*

There are no amendments to the budget with this item.

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?

None. This is an ongoing citizen-volunteer appointment to the DRAC.

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?

DRAC positions are designated to represent various customer and stakeholder groups to the development process; the position referenced in this legislation represents stakeholders from Neighborhood Coalition Land Use Committees. Current DRAC members notified their constituent groups of the vacant positions, and BDS included information about the vacancy in multiple issues of its *Plans Examiner* newsletter (<http://www.portlandonline.com/bds/index.cfm?c=59806>). The *Plans Examiner* is widely distributed electronically to BDS customers and stakeholders, as well as neighborhood associations and community groups.

Subsequent to these outreach efforts, an application was received by BDS.

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

Since individuals must apply for DRAC vacancies, the participation of stakeholders was crucial to generating applications and filling the vacant positions.

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

BDS and the DRAC.

e) Primary contact for more information on this public involvement process (name, title, phone, email): BDS: Mark Feters, Sr. Management Analyst; (503) 823-1028; mark.feters@portlandoregon.gov

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

No future public involvement is anticipated or necessary for this item, since the vacant position is being filled.



Paul L. Scarlett, Director, Bureau of Development Services

APPROPRIATION UNIT HEAD (Typed name and signature)

Version updated as of May 19, 2011



City of Portland, Oregon
Bureau of Development Services
Office of the Director
FROM CONCEPT TO CONSTRUCTION

Charlie Hales, Mayor
Paul L. Scarlett, Director
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May 15, 2013

To: Mayor Charlie Hales
Office of the Mayor / Commissioner of Finance & Administration

From: Paul L. Scarlett, Director
Bureau of Development Services

PLS

Subject: Appointment to the Development Review Advisory Committee (DRAC)

Portland City Code Title 3.30.030 specifies that members of the Development Review Advisory Committee (DRAC) may serve up to two 3-year terms. There are currently two vacancies on the DRAC. I am recommending the following candidate for appointment to one of those vacancies for a partial 3-year term:

Candidate	DRAC Position	Term	Term Begins	Term Ends
Claire Carder	Neighborhood Coalition Land Use Committees	Partial	5/15/13	10/11/14

Claire Carder has been an active community volunteer since the late 1980s, working with local schools, youth sports, and for the last two years serving as the Land Use Chair for the Maplewood Neighborhood Association. In addition, since 1994 Claire has worked as an Environmental Project Coordinator – Wetlands and Permits Specialist with the Oregon Department of Transportation. Her combination of deep community involvement and expertise on environmental issues will provide a valuable resource to the DRAC. Claire would be completing a partial term for a prior DRAC member (George Bruender) who resigned from the DRAC before the end of his term.

Claire's appointment will help ensure the continuation of the good work of the DRAC on behalf of BDS and other City bureaus, the development industry, and the community. With this proposed appointment, there would be only one remaining vacancy on the DRAC (Low-Income Housing Developers). We are continuing our outreach efforts to fill this position. I have enclosed an updated DRAC membership list for your records.

Development Review Advisory Committee:

The Development Review Advisory Committee (DRAC) is a citizen advisory body, representing those with interests in the outcome of policies, budgets, regulations, and procedures that affect development review processes. The purpose of the Committee is to foster a timely, predictable and accountable development review process that implements the City's goals for land use, transportation, housing, economic development, neighborhood livability and the environment. The Committee advocates for and supports consistent and fair application and implementation of regulations.

The Development Review Advisory Committee consists of seventeen members. These members are appointed by the Commissioner in Charge and confirmed by the City Council. The members are elected to provide representation of those persons concerned about planning, design and development. The areas of interest of members shall include, but not be limited to, development, planning, construction contracting, design professions, neighborhood association membership, business association membership, historic preservation, environmental organizations, and institutional properties. Members of the Development Review Advisory Committee shall serve no more than two, complete three-year terms.

Current members of the Development Review Advisory Committee are:

<u>Name</u>	<u>Membership Category</u>	<u>Term Expires</u>
Dana Krawczuk	Frequent development review customers	June 28, 2014 (1 st full term)
Maryhelen Kincaid	Citywide neighborhood interests	March 19, 2015 [1 st full term]
Keith Skille (Chair)	Design professionals	January 25, 2015 [2 nd full term]
Phil Damiano	Environmental conservation and green building	January 29, 2016 [1 st full term]
Chris Kopca	Historic preservation	January 29, 2016 [1 st full term]
Jeff Fish	Home builders	January 25, 2015 [2 nd full term]
Steven Heiteen	Home remodelers	January 25, 2015 [2 nd full term]
Keith Jones	Land use planning professions	April 16, 2015 [1 st full term]
Kirk Olsen	Large developers	December 18, 2015 [1 st full term]
Joe Schneider	Large construction contractors	April 16, 2015 [1 st full term]
Vacant	Low-income housing developers	February 11, 2015 [2 nd full term]
Dan Gilkison	Major facilities landowners	March 19, 2015 [1 st full term]
Hermann Colas, Jr.	Minority construction contractors and development professionals	February 22, 2015 [1 st full term]
Claire Carder	Neighborhood coalition Land Use Committees	October 11, 2014 (partial term)
Rob Humphrey	Small businesses	March 19, 2015 [1 st full term]
Michelle Rudd	Planning and Sustainability Commission	January 25, 2015 [2 nd full term]
David Humber	Public works permit customers	June 28, 2014 (1 st full term)

Staff Contact to Committee:

Mark Feters, 503-823-1028

This page revised May 2013



Office of Mayor Charlie Hales
City of Portland

May 15, 2013

To: Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Steve Novick
Commissioner Dan Saltzman

From: Mayor Charlie Hales
Commissioner of Finance & Administration

Subject: Appointment to the Development Review Advisory Committee (DRAC)

Portland City Code Title 3.30.030 specifies that members of the Development Review Advisory Committee (DRAC) may serve no more than two, complete 3-year terms. There are currently two vacancies on the DRAC. After a thorough review process, I am recommending the following candidate for appointment to one of the vacant positions on the DRAC:

Candidate	DRAC Position	Term	Term Begins	Term Ends
Claire Carder	Neighborhood Coalition Land Use Committees	Partial	5/15/13	10/11/14

Claire Carder has been an active community volunteer since the late 1980s, working with local schools, youth sports, and for the last two years serving as the Land Use Chair for the Maplewood Neighborhood Association. In addition, since 1994 Claire has worked as an Environmental Project Coordinator – Wetlands and Permits Specialist with the Oregon Department of Transportation. Her combination of deep community involvement and expertise on environmental issues will provide a valuable resource to the DRAC. Claire would be completing a partial term for a prior DRAC member (George Bruender) who resigned from the DRAC before the end of his term.

Claire's background and experience will make her a welcome addition to the DRAC. Her appointment will help ensure the continuation of the good work of the DRAC on behalf of BDS and other City bureaus, the development industry, and the community. With this proposed appointment, there would be only one remaining vacancy on the DRAC (Low-Income Housing Developers). BDS is continuing outreach efforts to fill this position. I have enclosed an updated DRAC membership list for your records.