

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. Bureau of Development Services
4a. To be filed (hearing date):  8/14/13	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:  8/2/13
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 Michael White to the Electrical Code Board of Appeal for a 3-year term to expire August 13, 2016 (Report)

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

This appointment will fill one alternate position on the Electrical Code Board of Appeal as required by Portland City Code Title 26.03.070.

**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.**

Neither. The appointment is 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.)**

Neither. The appointment is 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.

- **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?

None. This is an ongoing citizen-volunteer appointment to the Electrical Code Board of Appeal.

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?

The process for appointing a new Board member begins with the filing of an application for membership with the Office of Neighborhood Involvement (ONI). Once ONI receives the applications and conflict of interest forms, it forwards those documents to Terry Whitehill in BDS for review. There has been active on-going recruitment for an alternate member of the Board, to serve as an alternate. Current Big Board 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.

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

Since individuals must apply for Electrical Code Board of Appeal vacancies, the participation of stakeholders was crucial to generating qualified applicants and filling the vacant position.

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

The Bureau of Development Services.

e) Primary contact for more information on this public involvement process (name, title, phone, email): BDS: Terry Whitehill, Plan Review Manager; (503) 823-7639;

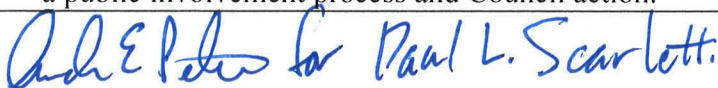
[terry.whitehill@portlandoregon.gov](mailto:terry.whitehill@portlandoregon.gov) or

Office of Neighborhood Involvement, Kathy Couch, x33992,

[Kathy.Couch@portlandoregon.gov](mailto:Kathy.Couch@portlandoregon.gov)

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

Yes. When new appointments are made to the Electrical Code Board of Appeal there will be a public involvement process and Council action.



Paul L. Scarlett, Director, Bureau of Development Services

APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF  
**PORTLAND, OREGON**

**Amanda Fritz, Commissioner**  
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August 14, 2013

To: Mayor Charlie Hales  
Commissioner Nick Fish  
Commissioner Steve Novick  
Commissioner Dan Saltzman

From: Commissioner Amanda Fritz  
Commissioner of Public Utilities

Subject: **Proposed Appointment of Alternate to the Electrical Code Board of Appeal**

The Electrical Code Board of Appeal (Electrical Big Board) has been created under City Code section 26.03.070. It is authorized to interpret City Code Title 26 (Electrical Regulations) and determine the suitability of alternate materials and types of construction and provide reasonable interpretations of the requirements of City Code Title 26. The Electrical Big Board rules on issues that have already been reviewed by BDS' Administrative Appeals Board and have been denied by that board.

The Electrical Big Board consists of three members and three alternates appointed by the Mayor. One member and one alternate of the Board must be Oregon licensed journeymen electricians whose experience and training provide expertise on matters contained in Title 26. One member and one alternate member must be Oregon registered electrical engineers, and one member and one alternate member must be electrical contractors. Appointments are for three-year terms, and there are currently no term limits on appointments to the Big Board.

The Electrical Board of Appeal meets on an as-needed basis, usually the second Thursday of the month.

**1) Process of Appointing Board Members**

Attached is the link to the City Code and Charter webpage that outlines the criteria for the Electrical Code Board of Appeal:

<http://www.portlandonline.com/auditor/index.cfm?c=28688&a=17513>

The process for appointing a new Electrical Board of Appeal member begins with the filing of an application for membership with the Office of Neighborhood Involvement (ONI). Once ONI receives the application and conflict of interest form, it forwards those documents to Terry Whitehill and Dave Roshak in BDS for review. There has been active on-going recruitment for alternate members of the Board, to fill the three vacant alternate positions.

**2) Current membership**

The Electrical Big Board currently has three members, including one licensed journeyman electrician, one electrical engineer, and one electrical contractor.

**3) Big Board Recommendations**

BDS is recommending the appointment of **Michael White** as an alternate for the electrical engineer position on the Electrical Code Board of Appeal:

The following is a summary of his qualifications:

**Michael White** has over 19 years' experience in the design/construction industry. He has deep connections with the electrical engineering community. He has worked on large projects in the Portland area, including Providence Portland Medical Center, Emanuel Hospital, and St. Charles Medical Center in Bend. Given his extensive experience, he would be an asset as an Electrical Big Board member.

With this proposed appointment, there are two remaining alternate vacancies on the Board. Enclosed is an updated membership list for your records.

***Electrical Code Board of Appeal:***

The Electrical Code Board of Appeal hears appeals where an applicant is aggrieved by the findings of the Director. Three members and three alternates are appointed by the Mayor to serve on the Electrical Board of Appeal. Appeals heard by the board are appeals of actions taken by the Administrative Appeals Board.

One member and one alternate member are Oregon licensed journeymen electricians whose experience and training provide expertise on matters contained in PCC Title 26. One member and one alternate member are Oregon registered electrical engineers with substantial experience in electrical design and construction. One member and one alternate member are electrical contractors experienced in electrical design and construction. Board of Appeal members and alternate members serve three-year terms.

This board meets as appeals are received.

***The current members of the Electrical Code Board of Appeals are:***

<u>Name</u>	<u>Membership Category</u>	<u>Term Expires</u>
<b>Members</b>		
John McCamish	Journeyman Electrician	August 31, 2014
Bhupindar (Matt) Dhillon	Electrical Engineer	August 31, 2014
Jim Ferris	Electrical Contractor	August 31, 2014
<b>Alternates</b>		
Vacant	Journeyman Electrician	September 20, 2009
Michael White	Electrical Engineer	August 13, 2016
Vacant	Electrical Contractor	August 23, 2009

Primary Contact to the Appeals Board: Terry Whitehill, 503 823-7639  
Donna Ruark, 503 823-7335