

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Erin Riggs		2. Telephone No. 503-823-4475	3. Bureau/Office/Dept. Parks/City Nature
4a. To be filed (hearing date): February 5, 2014	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: January 23, 2014
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: *Authorize grant application to the Institute of Museum and Library Services in the amount of \$67,521 to support collections management at Hoyt Arboretum.

2) Purpose of the Proposed Legislation: Apply for a two-year grant from Institute of Museum and Library Services in the amount of \$67,521 to support plant collections at Hoyt Arboretum.

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 checked="" type="checkbox"/> Southeast | <input checked="" 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.

NO

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**.)

Local match of \$125,470 is required. Match will come from the FY 2014-15 through FY 2015-16 from Parks general operating budget in the form of salary, benefits, and materials and services. No new funds requested.

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.

This grant would support only collections management at Hoyt Arboretum and Leach Botanical Garden.

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, it is strictly collections support for Hoyt Arboretum and Leach Botanical Garden.

Jeff Shaffer, Finance Manager

APPROPRIATION UNIT HEAD (Typed name and signature)



ORDINANCE COVER SHEET

Title of Ordinance/Report: *Authorize grant application to the Institute of Museum and Library Services in the amount of \$67,521 to support collections management at Hoyt Arboretum.

Today's Date: January 21, 2014

Expected Date to Council: February 5, 2014

Preparer's Name: Erin Riggs/E. Barrett Anderson

Manager's Name: Deb Lev

Tier One Manager's signature: 

If this is an Agreement, a Contract, or a Contract amendment, has it been "Approved as to Form" by the City Attorney? N/A

Will this be on **Regular** or **Consent** agenda? Consent

1. Background

The Hoyt Arboretum and Herbarium in partnership with Leach Botanical Garden, both holdings of Portland Parks & Recreation, seeks the Museums for America - Collections Stewardship Grant for the amount of \$67,521 to support two years of living collections stewardship including plant species inventory, vouchering, species determination, improved archival environment for vouchers, digitizing of vouchers and photographing living collections. Quality stewardship allows for effective collections evaluations, informed planting plans accurate plant labels and interpretive panels. This grant will strengthen our ability to provide resources to the general population as well as researchers; we intend this collections stewardship to be the foundation for building strong future programs in outreach, education and research, both locally and globally. Starting in 2010, Hoyt, for the first time since its creation in 1927, began conducting a collections review including determination and vouchering of 135 families, 1,391 species, over 7,800 individuals. Leach, for the first time since its opening in 1983, in partnership with Hoyt, will continue a first time collections review that started in 2010 as well, including determination and vouchering of their approximately 1,000 species, 7,000 individuals.

2. Financial Impact

IMLS Grant Request: \$67,521

PPR Match: \$125,470 from general operating budget. NO NEW funds requested

Total Project Value: \$192,991

Local Match Funding Sources: Portland Parks & Recreation
Staff time for project management already in general
operating budget. NO new funds requested.

3. **Controversial and/or legal issues**

None.

4. **Link to current City policies**

N/A

5. **Citizen participation**

N/A

6. **Other government participation**

N/A

If the ordinance is being placed on the **Regular** agenda, please also provide the following:

N/A