

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

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

| | | | |
|---|--|---|---|
| 1. Name of Initiator Douglas Hardy | | 2. Telephone No. 503-823-7816 | 3. Bureau/Office/Dept. Bureau of Development Services |
| 4a. To be filed (hearing date): March 5, 2014 | 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: February 26, 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:

Appoint Claire Carder and Elliott Veazey to the Adjustment Committee for 4-year terms to expire March 4, 2018 (Report)

2) Purpose of the Proposed Legislation:

These appointments will fill one "Public at Large" position and one "Engineering, Financing, Construction, Building Management or Land Development" position on the Adjustment Committee as required by Portland City Code Title 33.710.070.

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 appointments are citizen volunteer positions.

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 appointments are citizen-volunteer positions.

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 |
|-------------|--------------------|------------------------|------------------------|-----------------------|--------------|--------------------------|---------------|
| | | | | | | | |
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[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. These are ongoing citizen-volunteer appointments to the Adjustment Committee.

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?

A Media Advisory was circulated in December 2013, advertising the two openings on the Adjustment Committee, with a notice included in the *Oregonian* and the *Daily Journal of Commerce*. An announcement regarding the openings was also included on the Bureau of Development Services (BDS) website, and at the Office of Neighborhood Involvement (ONI). Information about the vacancies was also included in the *Plans Examiner*, an electronic newsletter published by BDS that is widely distributed to BDS customers and stakeholders, as well as neighborhood associations and community groups. Interested members of the public were required to submit an Interest Form and resume to ONI, which were then forwarded to BDS for consideration.

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

Since individuals must apply for Adjustment Committee vacancies, the participation of stakeholders was crucial to generating qualified applicants and filling the vacant positions.

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

The Bureau of Development Services and the Office of Neighborhood Involvement.

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

Douglas Hardy, BDS Supervising Planner, 503-823-7816, douglas.hardy@portlandoregon.gov

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

Yes. The Committee appointments rotate every four years.



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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February 24, 2014

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

From: Commissioner Amanda Fritz
Commissioner of Public Utilities

Subject: Recommendations for New Appointments to the Adjustment Committee

There are currently two vacancies on the Adjustment Committee that need to be filled. Specifically, the vacancies include one "Public-at-Large" position, and one "Engineering, Financing, Construction, Building Management or Land Development" position. The "Public-at-Large" position was most recently held by Debbie Menashe, who resigned on February 5, 2014. The "Engineering, Financing, Construction, Building Management or Land Development" position was most recently held by Jeff Cole, whose term ended February 2012.

I recommend making the following appointments:

Public-at-Large Position

Claire Carder: Claire is currently an Environmental Project Coordinator/Wetlands and Permits Coordinator with ODOT. In that position, she deals with federal, state and local regulatory requirements that apply to transportation development. Prior to working with ODOT, she was employed as a Recreation Planner with Oregon Parks and Recreation, and as a State Parks Master Planner. In addition to working at ODOT, she is a member of Portland's Development Review Advisory Committee (DRAC), and has served since 2011 as the Maplewood Neighborhood Association Land Use Chair. She also sits on the Bureau of Planning & Sustainability's Comprehensive Plan Update Watershed/Environmental Policy Expert Group. Claire has a Bachelor of Science in Geography, a Bachelor of Landscape Architecture, and a Masters of Landscape Architecture.

Claire's first, 4-year term will be from March 5, 2014 through March 4, 2018.

Engineering, Financing, Construction, Building Management or Land Development Position

Elliott Veazey: Elliott is currently a Senior Project Manager with Nelson Capitol CPM. He has served as a Project Manager for such projects as the Veteran Memorial Coliseum on behalf of the City of Portland, multiple projects on behalf of Metro, and on projects for the Oregon Housing and Community Services. He was served as a Project Manager for the Jeld-Wen Field Renovation Project, and as Project Manager/Project Engineer for the 2002 Salt Lake City Winter Olympics speed skating oval. In these capacities, he was involved in managing budgets and contracts, facilitating the permit review process, subcontractor selection, scheduling, and coordinating work and design decisions with involved players. Elliott has a Bachelor of Science in Construction Management with a Business Management Minor.

Elliott's first, 4-year term will be from March 5, 2014 through March 4, 2018.

With these proposed appointments the Adjustment Committee has no vacancies until June 30, 2014. We will continue our outreach efforts for upcoming vacancies. I have enclosed an updated Adjustment Committee membership list for your records.

Enclosures

cc: Douglas Hardy, BDS Land Use Services Manager
Yvonne Poelwijk, BDS Land Use Services

Adjustment Committee

The Adjustment Committee, authorized under Portland City Code 33.710.070, reviews adjustment requests to the development standards of Title 33 [Planning and Zoning Regulations]. The Adjustment Committee consists of seven members, none of whom may hold public elective office. The committee must include three persons representing the public at large, two members in either urban design, architecture, or landscape architecture, and two members experienced in either engineering, financing construction, management of buildings, or land development. The members are appointed by the Mayor and confirmed by the City Council. The terms shall be a maximum of four years with a maximum of two full terms.

The Adjustment Committee meets on the first and third Tuesday of each month from 9:00 – 12:00.

Current members of the Adjustment Committee:

| <u>Name</u> | <u>Membership Category</u> | <u>Term Expires</u> |
|-----------------|----------------------------|-------------------------------------|
| Roger Alfred | Public at Large | 6/30/17 [2 nd full term] |
| Dan Anderson | Public at Large | 6/30/14 [2 nd full term] |
| Claire Carder | Public at Large | 3/4/18 [1 st full term] |
| Suzanne Zuniga | Architect | 6/30/14 [partial term] |
| Anyeley Hallova | Design | 6/30/14 [1 st full term] |
| Elliott Veazey | Engineering, Construction | 3/4/18 [1 st full term] |
| Richard Larson | Engineering, Finance | 6/30/14 [2 nd full term] |

Staff to the Adjustment Committee: Douglas Hardy 503-823-7816
Yvonne Poelwijk 503-823-7814

This page revised February 2014