

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

(Deliver original to City Budget Office. Retain copy.)

1. Name of Initiator Richard Bixby, Brian Hoop		2. Telephone No. 503-823-3075	3. Bureau/Office/Dept. ONI
4a. To be filed (date): Wed. April 2 nd , for Wed. April Council Agenda 23 RD BH	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: Wed. March 26, 2014
6a. Financial Impact Section: X Financial impact section completed		6b. Public Involvement Section: X Public involvement section completed	

1) Legislation Title:

* Authorize grant agreement of \$25,650 for East Portland Neighbors to administer the newsletter production of East Portland Neighborhood Association News. (Ordinance)

2) Purpose of the Proposed Legislation:

The City of Portland, Office of Neighborhood Involvement (ONI) funds the East Portland Neighborhood Office (EPNO), a city-administered neighborhood office, to support communications between the thirteen East Portland neighborhood associations and their community members. EPNO has chosen to produce a district-wide newspaper published by East Portland Neighbors (EPN). EPNO and EPN have mutually agreed to a set of policies to govern the publication of the district-wide newspaper.

Funding was adopted by the City Council as part of the FY 2013-14 ONI budget and is funded with a total of \$25,650 through City General Fund dollars. City Council adopted the Five Year Plan for Increasing Community Involvement on February 27, 2008. In that plan Recommendation Three called for promoting effective communication to keep the community informed about issues and opportunities for involvement by facilitating communication through print newsletters and other means. A total of \$5,000 was supported by the East Portland neighborhood association leadership to continue publication of the East Portland Neighborhood Association News. The East Portland Action Plan, adopted by City Council on February 18, 2009, is directed to support advocacy on action items for east Portland. A total of \$20,650 was directed by the East Portland Action Plan at the December 5, 2013, meeting to support an all-address mailing to the East Portland area containing a survey about infrastructure needs.

A grant of \$25,650 is going to East Portland Neighbors (EPN) for production of the East Portland Neighborhood Association News, a coalition-wide print newsletter for the purpose of encouraging and facilitating communication in outer East Portland.

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

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.

NA

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 year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not known. 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**.)

\$25,650. ONI general fund budget

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?

City Council adopted the Five Year Plan for Increasing Community Involvement on February 27, 2008. In that plan Recommendation Three called for promoting effective communication to keep the community informed about issues and opportunities for involvement by facilitating communication through print newsletters and other means. This newsletter provides East Portland specific neighborhood and community news and will provide an opportunity for the community to provide feedback on future infrastructure improvements.

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 leadership of the thirteen neighborhood associations in the East Portland Neighborhood Office supported funding for the newsletter. There is a committee made up of community volunteers that guide the operation of the newsletter. Most of the content of the newsletter is written by community volunteers. EPNO and EPN have mutually agreed to a set of policies to govern the publication of the district-wide newspaper. The East Portland Action Plan is supporting the expansion of distribution of the newsletter, and continues to actively participate in providing content. This is an ongoing year-round project.

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

EPNO neighborhood leaders have chosen to produce a district-wide newspaper and for it to be published by EPN..

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

Richard Bixby, Director, East Portland Neighborhood Office

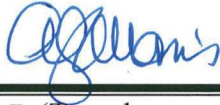
e) Primary contact for more information on this public involvement process (name, title, phone, email):

Richard Bixby, Director, EPNO, 503-823-4501, Richard.bixby@portlandoregon.gov

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

Yes, volunteer leaders will actively manage the district-wide newspaper and will solicit community organizations for articles of interest.

Amalia Alarcon de Morris



APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF

PORTLAND, OREGON

OFFICE OF NEIGHBORHOOD INVOLVEMENT

CHARLIE HALES, MAYOR

Amalia Alarcón de Morris, Bureau

Director

1221 SW 4th Avenue, Room 110

Promoting a culture of civic engagement

DATE: March 26, 2014
TO: Mayor Charlie Hales
FROM: Amalia Alarcon de Morris, Director *agallan*
RE: * Authorize grant agreement of \$25,650 for East Portland Neighbors to administer the newsletter production of East Portland Neighborhood Association News. (Ordinance)

1. **Intended Thursday Filing Date: Thursday, April 3, 2014**
2. **Requested Council Agenda Date: Wed. April** *23, 2014 BH*
3. **CONTACT NAME AND NUMBER:** Brian Hoop, x33075 or Richard Bixby, x34501
4. **PLACE ON** CONSENT REGULAR
5. **FINANCIAL IMPACT STATEMENT ATTACHED:** Y N N/A
6. **THREE (3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** Yes No N/A

7. BACKGROUND ANALYSIS

The City of Portland, Office of Neighborhood Involvement (ONI) funds the East Portland Neighborhood Office (EPNO), a city-administered neighborhood office, to support communications between each of the thirteen East Portland neighborhood associations and their community members. EPNO has chosen to pool these funds and produce a district-wide newspaper published by East Portland Neighbors (EPN). EPNO and EPN have mutually agreed to a set of policies to govern the publication of the district-wide newspaper.

Funding was adopted by the City Council as part of the FY 2013-14 ONI budget and is funded with a total of \$32,000 through City General Fund dollars. City Council adopted the Five Year Plan for Increasing Community Involvement on February 27, 2008. In that plan Recommendation Three called for promoting effective communication to keep the community informed about issues and opportunities for involvement by facilitating communication through print newsletters and other means.

A \$5,000 grant is going to East Portland Neighbors (EPN) for production of the summer 2014 issue of the *East Portland Neighborhood Association News*, a coalition-wide print newsletter for the purpose of encouraging and facilitating communication in outer East Portland. An additional \$20,650 from the East Portland Action Plan is going to East Portland Neighbors for the expansion of the May 2014 issue. This expansion will include extra pages to allow information on East Portland infrastructure projects, including a postage-paid survey insert in the newsletter, mailing to all addresses in East Portland (approximately 58,000), and improving website display of the May 2014 and future issues.

8. FINANCIAL IMPACT

\$25,650 from ONI general fund budget. No revenue.

9. RECOMMENDATION/ACTION REQUESTED

Approve grant to East Portland Neighbors for production of the East Portland Neighborhood Association News.