

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

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

1. Name of Initiator Susan Hartnett		2. Telephone No. 823-6958	3. Bureau/Office/Dept. OMF
4a. To be filed (hearing date): July 2, 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 CBO Budget Analyst: June 18, 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 the termination of an agreement with Travel Portland for Downtown Marketing Initiative Services (Ordinance; Amend Contract No. 53081)

2) Purpose of the Proposed Legislation:

This Ordinance terminates an existing agreement with Travel Portland for services related to the Downtown Marketing Initiative. The termination of this agreement implements City Council's decision not to authorize funding for the Downtown Marketing Initiative work in their approval of the FY 2014-15 budget.

Downtown Marketing Initiative Services were added as amendments to Contract No. 53081 by the Portland Bureau of Transportation in June 2009 and June 2010 via Ordinances No. 182859 and No. 183894. Original language in Contract No. 53081 related to transient lodging tax revenue has been captured in a separate contract, approved via Ordinance No. 184963 in November 2011. The termination of Contract No. 53081 will not affect any provisions related to disbursing transient lodging tax revenues to Travel 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)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input 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 checked="" 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 not generate or reduce current or future revenue coming to the City. The Ordinance terminates an existing contract with Travel Portland for Downtown Marketing Initiative services based on decisions made in the FY 2014-15 budget approved by City Council.

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense?

There are no anticipated costs to the City as a result of this legislation.

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 reclassified in the current year as the result of this legislation.

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

No positions will be created or eliminated the result of this legislation in future years.

(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.

No community involvement was included in the development of this Council item because it implements City Council's decision not to authorize funding for the Downtown Marketing Initiative work in their approval of the FY 2014-15 budget.

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?

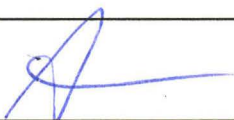
d) Who designed and implemented the public involvement related to this Council item?

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 future public involvement is anticipated or necessary for this Council item.

Fred Miller, CAO (by Anna Kanwit)



APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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Fred Miller, Chief Administrative Officer
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(503) 823-5288
FAX (503) 823-5384
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DATE: Wednesday June 18, 2014

186697

TO: Mayor Charlie Hales

FROM: Fred Miller, Chief Administrative Officer

Fred Miller

TITLE: *Authorize the termination of an agreement with Travel Portland for Downtown Marketing Initiative Services (Ordinance; Amend Contract No. 53081)

1. INTENDED THURSDAY FILING DATE: 6/26/2014
2. REQUESTED COUNCIL AGENDA DATE: 7/2/2014
3. CONTACT NAME & NUMBER: Susan Hartnett, 503-823-6958
4. PLACE ON: ☒ CONSENT ☐ REGULAR ☐ TIME CERTAIN @ _____
5. FINANCIAL IMPACT & PUBLIC INVOLVEMENT STATEMENT: ☒ Y ☐ N
6. (2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED: ☐ Yes ☐ No ☒ N/A

7. BACKGROUND/ANALYSIS

This Ordinance terminates an agreement with Travel Portland for services related to the Downtown Marketing Initiative (DMI). The termination of this agreement implements Council's decision not to authorize funding for the DMI in their approval of the FY 2014-15 budget.

Downtown Marketing Initiative Services were added as amendments to Contract No. 53081 in June 2009 and June 2010 via Ordinances No. 182859 and No. 183894. Original language in Contract No. 53081 related to transient lodging tax revenue has been captured in a separate contract, approved via Ordinance No. 184963 in November 2011. The termination of Contract No. 53081 will not affect any provisions related to disbursing transient lodging tax revenues to Travel Portland.

Formal termination of the agreement provides certainty to Travel Portland and properly implements the City's business procedures.

8. FINANCIAL IMPACT

This legislation will not generate or reduce current or future revenue coming to the City, and there are no anticipated direct costs to the City as a result of this legislation.

Travel Portland anticipates approximately \$56,000 in unexpended FY 2013-14 DMI funds. The Ordinance approves the use of this year-end balance by Travel Portland within in the first half of FY 2014-15 for activities previously undertaken as part of the Downtown Marketing Initiative contract. Specifically, Travel Portland anticipates using the funds to support Dining Month activities.

9. RECOMMENDATION/ACTION REQUESTED

The Chief Administrative Officer recommends passage of this ordinance.

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.