

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Jane Braaten, Business Operations Division Manager		2. Telephone No. 823.5665	3. Bureau/Office/Dept. Office of Management and Finance, Business Operations
4a. To be filed (hearing date): September 29, 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: September 30, 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 charitable organizations eligible to participate in the City's 2015 Charitable Campaign; and authorize exemptions from umbrella requirement for Portland Parks Foundation and for Portland Toy & Joymakers.

2) Purpose of the Proposed Legislation:

The City's annual Charitable Campaign provides a means for city employees to contribute to multiple local, state, national and worldwide funds and federations. This ordinance authorizes the charitable organizations eligible to participate in the 2015, as well as an exemption for Portland Parks Foundation and for Portland Toy & Joymakers from the requirement to be an umbrella organization, representing at least nine other charities.

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.**

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 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**.)*

Administrative costs associated with the Charitable campaign are budgeted in the OMF Business Operations budget and reimbursed by the participating charities.

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.

While public involvement is not part of the campaign development, the coordinator works with an advisory group of employees for input about the campaign.

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. The Charitable Campaign's focus is limited to employee participation and the scope is directed by City Code Chapter 5.10.

Fred Miller, Chief Administrative Officer

Fred Miller

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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186845

DATE: September 29, 2014

TO: Mayor Charlie Hales

FROM: Fred Miller, Chief Administrative Officer

**FOR MAYOR'S OFFICE
USE ONLY**

RE: **ORDINANCE** *Authorize charitable organizations eligible to participate in the City's 2015 Charitable Campaign; and authorize exemptions from umbrella requirement for Portland Parks Foundation and for Portland Toy & Joymakers.

1. **INTENDED THURSDAY FILING DATE:** October 9, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** October 15, 2014
3. **CONTACT NAME & NUMBER:** Jane Braaten, 823-5665
4. **PLACE ON:** ☒ **CONSENT** ☐ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ **Y** ☐ **N** ☐ **N/A**
6. (3) **ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**
ATTACHED: ☐ **Yes** ☐ **No** ☒ **N/A**

7. BACKGROUND/ANALYSIS

The annual City Charitable Campaign allows charitable organizations to solicit contributions from City employees. The standards and guidelines are in City Code Chapter 5.10.

The Charitable Campaign has proved to be a substantial source of funds for Portland's local charities and offers our employees the choice of giving to multiple community funds and federations. Last year, 479 employees pledged nearly \$250,000. This type of campaign offers choice, benefits our community greatly, and is extremely efficient. A total of 503 charities are represented in this year's recommended participants.

This ordinance authorizes the listed charitable umbrella organizations and their member organizations to participate in the City's 2015 Charitable Campaign and seeks a waiver of the umbrella requirement for Portland Toy & Joymakers and Portland Parks Foundation. The organizations are recommended by the Charitable Campaign Advisory Committee. The campaign will kick off in October.

Under Code Chapter 5.10, charitable organizations may only participate in the charity drive as a member of an umbrella organization and must be approved by City Council based on compliance with eligibility requirements set forth in Code Section 5.10.040. Portland Toy & Joymakers and Portland Parks Foundation do not meet the umbrella requirement; however, both have requested to participate. Both organizations have participated in the charitable campaign for several years and have received past waivers from Council.

The Office of Management and Finance's Business Operations Division will coordinate and facilitate the campaign with the assistance of the participating charities.

8. FINANCIAL IMPACT

None.

9. RECOMMENDATION/ACTION REQUESTED

I recommend that you approve this ordinance that authorizes the listed charities to participate.

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.