

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

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

1. Name of Initiator Lore Wintergreen	2. Telephone No. 503.823.4035	3. Bureau/Office/Dept. Office of Neighborhood Involvement
4a. To be filed (hearing date): December 10, 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: December 1, 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:

*Accept and appropriate a grant in the amount of \$50,000 from Multnomah County for the East Portland Action Plan (EPAP) at the Office of Neighborhood Involvement. (Ordinance)

2) Purpose of the Proposed Legislation: To accept \$50,000 from Multnomah County to fund East Portland Action Plan grants and school-based health brochure translation.

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 checked="" 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.

This legislation will generate revenue by receipt of \$50,000 from Multnomah County.

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**.)

The City will be required to allocate the \$50,000 through the East Portland Action Plan grants program and purchase translation as needed for school-based health clinic brochures.

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
217007	NINR000006	441100	CDNRNOEPAP0000GC	Non-Program	NI000002	NI00020001	50,000
217007	NINR000006	529000	CDNRNOEPAP0000GC	Non-Program	NI000002	NI00020001	50,000

[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?

East Portland Action Plan implementation will be addressed through East Portland Action Plan grant allocations to projects that explicitly address at least one EPAP action item and that will engage at least one population that historically has been underrepresented in the civic decision making process.

East Portland students and families of the Zomi, Arabic, and Nepali language communities will receive information in their first language about school-based health clinics.

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?

At the January 31, 2014 East Portland Action Plan Operations Committee meeting it was unanimously agreed to request \$150,000 from Multnomah County for the following Fiscal Year 2013 – 14 Strategic Priority: “Fund EPAP implementation: Advocate position, projects, and operations. (EQ.1.5; EQ.3.1, CB.1.5, and CB.2.1).” Representation at that meeting included: Japanese/Pacific Islander and Native American heritage; Slavic/Russian first language; small business; community of faith; social service; social change; unemployed; senior/elder; lesbian; and municipal government.

Funds were requested during meetings with Multnomah County Chair and Commissioners and staff and had the following representation:

Commissioner Shiprack, February 12, 2014 with 12 attending and representing the following: Zomi and Russian first language; Latino, Japanese/Pacific Islander and Native American heritages; social change; social service; housing; schools; environmental justice; business; youth; lesbian; senior/elder; neighborhood association; and elected official.

Commissioner Smith, March 13, 2014 with 11 attending and representing the following: Arabic and Russian first language; Iraqi, Japanese/Pacific Islander, African American, and Native American heritages; business, social change, social service; schools; lesbian; environmental equity; senior/elder; community of faith; housing; youth organizing; neighborhood association; and elected official staff.

Commissioner McKeel, March 17, 2014 with 9 attending and representing the following: Japanese/Pacific Islander and Native American heritages; lesbian; unemployed; community of faith; physical disability; senior/elder; business; neighborhood association; and elected official.
Chair Madrigal, May 19, 2014 with 8 attending and representing the following: Japanese/Pacific Islander and Native American heritages; lesbian; unemployed; community of faith; business; developmental disability; senior/elder; neighborhood association; and elected official.

Discussion of the meetings with Multnomah County Chair and Commissioners was held at the following general East Portland Action Plan meetings:

February 26, 2014 with 64 in attendance and representation at the meeting included: business; arts; municipal government; Arabic, Spanish, Lao, Russian, Chinese, and Orozo first language; social service; social change; Iraqi, Japanese/Pacific Islander, Taiwanese, Latino, African American, and African heritages; developmentally disability; physical disability; lesbian; health provider; neighborhood association; schools; youth organizing, communities of faith; environmental justice; elected officials; housing; parks; senior/elder; and unemployed.

March 26, 2014 with 50 in attendance and representation at the meeting included: business; arts; municipal government; Arabic, Spanish, and Russian first language; social service; social change; Iraqi, Japanese/Pacific Islander, Latino, African, and African American heritage; developmentally disability; physical disability; health provider; neighborhood association; schools; youth organizing, youth, senior/elder, communities of faith; lesbian; environmental justice; elected officials; housing; parks; and unemployed.

April 23, 2014 with 58 in attendance and representation at the meeting included: business; arts; municipal government; Karen, Lao, Spanish, and Russian first language; social service; social change; Burmese, Lao, Japanese/Pacific Islander, Latino, African, Native American, and African American heritage; developmentally disability; physical disability; health provider; lesbian; neighborhood association; schools; youth organizing; youth; senior/elder, communities of faith; environmental justice; housing; parks; and unemployed.

May 28, 2014 with 41 in attendance and representation at the meeting included: business; arts; municipal government; Spanish and Russian first language; social service; social change; Japanese/Pacific Islander, Latino, African, Native American, and African American heritage; developmentally disability; physical disability; neighborhood association; schools; youth organizing; youth; senior/elder; lesbian; communities of faith; environmental justice; housing; parks; and unemployed.

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

Public involvement initiated and defined the proposal for making the request for funds, finalized the talking points, and did the request presentations. The process and outcome was shared at general East Portland Action Plan meetings with the intention of building public involvement capacity to replicate the process.

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

East Portland Action Plan Operations Committee, Civic Engagement Subcommittee, Grants Review Committee and general meeting attendees.

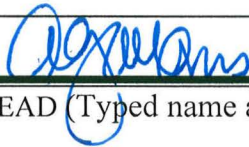
e) Primary contact for more information on this public involvement process (name, title, phone, email):

Lore Wintergreen, East Portland Action Plan Advocate, 503.823.4035 and lore.wintergreen@portlandoregon.gov

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

YES. East Portland Action Plan Grant Review Committee will review the Civic Engagement Subcommittee designed grant application responses to the 2014 East Portland Action Plan Civic Engagement Grant Application. The recommendation of the EPAP Grant Review Committee will be taken to a general EPAP meeting for authorization before being submitting the recommendation to City Council. EPAP members will present the recommendation at City Council. EPAP Civic Engagement Subcommittee members will assist with grant management by adopting a project and reporting back to the Civic Engagement Subcommittee on the progress of the EPAP funded project. The notes from the EPAP Civic Engagement Subcommittee will be shared at the general EPAP meeting.

Amalia Alarcón de Morris



APPROPRIATION UNIT HEAD (Typed name and signature)

INTERGOVERNMENTAL AGREEMENT
Contract Number [Enter Contract Number]

Exhibit A

This is an Agreement between the City of Portland (City) and Multnomah County (County).

PURPOSE:

The purpose of this agreement is to provide one-time-only funding of FIFTY THOUSAND DOLLARS (\$50,000) to the City to be utilized by the City's East Portland Neighborhood Office (EPNO) to provide grants in support of the East Portland Action Plan (EPAP) grant program.

The parties agree as follows:

1. **TERM** The term of this agreement shall be from September 30, 2014 to September 30, 2015. This agreement may not be renewed.
2. **RESPONSIBILITIES OF CITY.** The City agrees to use the \$50,000 to support the goals of the EPAP to improve the quality of life, help foster strong community connections within East Portland, increase the area's significance, and improve equity for East Portland residents through the work of the East Portland Neighborhood Office (EPNO) of the City's Office of Neighborhood Involvement as follows:
 - a. Translating and publishing informational brochures regarding school-based health centers serving the residents of the EPAP.
 - b. Awarding grants of no more than FIVE THOUSAND (\$5,000.00) per grant recipient to support projects in East Portland that explicitly address at least one EPAP action item and that will engage at least one population that historically has been underrepresented in the civic decision making process.
3. **RESPONSIBILITIES OF COUNTY.** The County shall pay to City the amount of \$50,000 within 30 days of the execution of this agreement by all parties.
4. **TERMINATION** This agreement may be terminated by either party upon 30 days day's written notice.
5. **INDEMNIFICATION** Subject to the conditions and limitations of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, County shall indemnify, defend and hold harmless the City from and against all liability, loss and costs arising out of or resulting from the acts of County, its officers, employees and agents in the performance of this agreement. Subject to the conditions and limitations of the Oregon Constitution, including Article XI, Section 9, and the Oregon Tort Claims Act, ORS 30.260 through 30.300 the City shall indemnify, defend and hold harmless County from and against all liability, loss and costs arising out of or resulting from the acts of the City, its officers, employees and agents in the performance of this agreement.
6. **INSURANCE** Each party shall each be responsible for providing worker's compensation insurance as required by law. Neither party shall be required to provide or show proof of any other insurance coverage.
7. **ADHERENCE TO LAW** Each party shall comply with all federal, state and local laws and ordinances applicable to this agreement.
8. **NON-DISCRIMINATION** Each party shall comply with all requirements of federal and state civil rights and rehabilitation statutes and local non-discrimination ordinances.

9. **ACCESS TO RECORDS** Each party shall have access to the books, documents and other records of the other which are related to this agreement for the purpose of examination, copying and audit, unless otherwise limited by law.

10. **SUBCONTRACTS AND ASSIGNMENT** Neither party will subcontract or assign any part of this agreement without the written consent of the other party.

11. **THIS IS THE ENTIRE AGREEMENT** This Agreement constitutes the entire Agreement between the parties. This Agreement may be modified or amended only by the written agreement of the parties.

12. **ADDITIONAL TERMS AND CONDITIONS:**

a. **Records and Inspections.** City shall maintain all fiscal and other records pertinent to this Agreement for at least three (3) years following the Termination Date. City shall maintain all fiscal records relating to this Agreement in accordance with generally accepted accounting principles and in a manner that clearly documents when and how the EPAP Grant was used. City shall make any or all of the foregoing records available to the County and its representatives, as the County may reasonably request from time to time, to enable the County to perform examinations and audits and make excerpts and transcripts, provided that any such examinations and audits shall be at the County's sole expense

b. **Notices.** Any notice provided for under this Agreement shall be in writing and deemed delivered five days after mailing, postage prepaid and properly addressed to the Party to be notified. Unless a Party changes its address by giving notice to the other party as provided herein, notices shall be addressed as follows:

If to County:
Office of Commissioner Judy Shiprack
Multnomah County
501 SE Hawthorne Blvd., 6th Floor
Portland, OR 97214
Attn: Chief of Staff

If to City:
East Portland Neighborhood Office
Office of Neighborhood Involvement
1017 NE 117th Avenue
Portland, OR 97220
Attn: East Portland Action Plan Advocate

MULTNOMAH COUNTY, OREGON:

County Chair
or Designee:

Date:

Dept Director
or Designee:

Date:

JENNY M. MADKOUR,
COUNTY ATTORNEY FOR MULTNOMAH COUNTY

By Assistant
County Attorney

Date:

CITY OF PORTLAND, OREGON:

Signature:

Print Name:

Title:

Date:

Approved
as to form by:

APPROVED AS TO FORM

Date:



CITY ATTORNEY

**REFERRED TO COMMISSIONER OF
FINANCE AND ADMINISTRATION**

ORDINANCE No.

*Accept and appropriate a grant in the amount of \$50,000 from Multnomah County for the East Portland Action Plan at the Office of Neighborhood Involvement (Ordinance)

The City of Portland ordains:

Section 1. The Council finds

1. Office of Neighborhood Involvement applied on May 19, 2014 to Multnomah County for a grant in the amount of \$50,000 for:

a. Translating and publishing informational brochures regarding school-based health centers serving the residents of the EPAP.

b. Awarding grants of no more than FIVE THOUSAND (\$5,000.00) per grant recipient to support projects in East Portland that explicitly address at least one EPAP action item and that will engage at least one population that historically has been underrepresented in the civic decision making process.

2. Multnomah County has notified the City of Portland that it will award a grant for the East Portland Action Plan Grants Programs and school-based health center brochure translation to Office of Neighborhood Involvement in the amount of \$50,000;

3. The grant is to support the goals of the EPAP to improve the quality of life, help foster strong community connections within East Portland, increase the area's significance, and improve equity for East Portland residents through the work of the East Portland Action Plan, East Portland Neighborhood Office (EPNO) of the City's Office of Neighborhood Involvement.

NOW THEREFORE, The Council directs:

a. The Mayor is hereby authorized to accept on behalf of the City of Portland a grant from the Multnomah County for the East Portland Action Plan Grants Programs and school-based health center brochure translation in the amount of \$50,000 and to execute an intergovernmental agreement in a form similar to the agreement attached as Exhibit A.

b. The FY 2014/2015 budget is hereby amended as follows:

GRANTS FUND

Fund 217

Business Area – NI

Bureau Program Expenses— \$50,000

PROVIDER FUND

Fund 100

Business Area - NI
Bureau Program Expenses— \$50,000

- c. The Office of Management & Finance Grants Office is authorized to perform all administrative matters in relation to the grant application, grant agreement or amendments, requests for reimbursement from the grantor, and to submit required online grant documents on the Mayor's behalf.
- d. The Director of the Office of Neighborhood Involvement of the City of Portland is authorized to accept on behalf of the City of Portland any subsequent modifications by Multnomah County for East Portland Action Plan, award number 4400001445, provided such modifications do not increase the City of Portland's financial obligation or risk. Any modifications that increase the City of Portland's financial obligation or risk must be authorized by the Portland City Council.

Section 2. The Council declares that an emergency exists because a delay would unnecessarily delay the City's ability to perform the activities authorized by the grant. Therefore this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council:

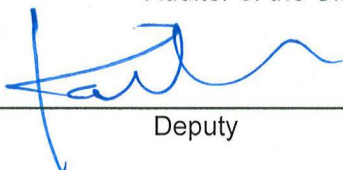
Mayor Charlie Hales
Prepared by: Lore Wintergreen:AA

LaVonne Griffin-Valade
Auditor of the City of Portland
By

Deputy

Agenda No.
ORDINANCE NO.
Title

*Accept and appropriate a grant in the amount of \$50,000 from Multnomah County for the East Portland Action Plan (EPAP) at the Office of Neighborhood Involvement. (Ordinance)

<p style="text-align: center;">INTRODUCED BY Commissioner/Auditor: Mayor Hales</p>	<p>CLERK USE: DATE FILED <u>DEC 05 2014</u></p>
<p style="text-align: center;">COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: center;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By:  Deputy</p>
<p style="text-align: center;">BUREAU APPROVAL</p> <p>Bureau: Neighborhood Involvement Bureau Head: Amalia Alarcón de Morris</p> <p>Prepared by: Lore Wintergreen Date Prepared: November 25, 2014</p>	<p>ACTION TAKEN:</p> <p>DEC 10 2014 REFERRED TO COMMISSIONER OF FINANCE AND ADMINISTRATION</p>
<p>Impact Statement Completed <input checked="" type="checkbox"/> Amends Budget <input checked="" type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>City Auditor Office Approval: required for Code Ordinances</p> <p>City Attorney Approval: required for contract, code, easement, franchise, comp plan, charter</p>	
<p>Council Meeting Date 12/10/14</p>	

AGENDA

TIME CERTAIN
Start time: _____

Total amount of time needed: _____
(for presentation, testimony and discussion)

CONSENT *Pulled*

REGULAR

Total amount of time needed: _____
(for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz		
2. Fish	2. Fish		
3. Saltzman	3. Saltzman		
4. Novick	4. Novick		
Hales	Hales		