

FINANCIAL IMPACT STATEMENT For Council Action Items

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

1. Name of Initiator Celia Heron		2. Telephone No. 503-823-7229		3. Bureau/Office/Dept. Planning and Sustainability	
4a. To be filed (date) w/Mayor June 23, 2010		4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>		5. Date Submitted to FPD Budget Analyst: June 22, 2010	

1) Legislation Title:

Authorize the Director of the City of Portland Bureau of Planning and Sustainability to execute agreements pertaining to promotional and cost-sharing relationships for planning and sustainability programs, services and projects in amounts not to exceed \$3,000 per agreement. (Ordinance)

2) Purpose of the Proposed Legislation:

Authorize BPS Director to execute agreements without going through City Council for small grants to agencies that further the City's goals.

3) Revenue:

Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If new revenue is generated please identify the source. This will not increase or decrease revenue.

4) 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)* Funds for up to \$40,000 in a year will be available in the budget for the Bureau of Planning and Sustainability in FY 2010-11.

Staffing Requirements:

5) 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.)* None.

6) Will positions be created or eliminated in future years as a result of this legislation? None

Complete the following section if you are accepting and appropriating a grant via ordinance. This section should only be completed if you are adjusting total appropriations, which currently only applies to grant ordinances.

7) Change in Appropriations *(If the accompanying ordinance amends the budget, please reflect the dollar amount to be appropriated by this legislation. If the appropriation includes an interagency agreement with another bureau, please include the partner bureau budget adjustments in the table as well. Include the appropriate cost elements that are to be loaded by the Grants Office and/or Financial Planning. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

Celia Heron, Bureau Operations Manager

APPROPRIATION UNIT HEAD (Typed name and signature)



City of Portland
Bureau of
**Planning and
Sustainability**
Sam Adams, Mayor
Susan Anderson, Director

MEMORANDUM

To: Mayor Sam Adams
From: Susan Anderson, Director
Date: June 22, 2010

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1. Title: Authorize the Director of the City of Portland Bureau of Planning and Sustainability to execute agreements pertaining to promotional and cost-sharing relationships for planning and sustainability programs, services and projects in amounts not to exceed \$3,000 per agreement. (Ordinance)

2. Contact Name, Department, & Phone Number: Celia Heron, BPS, 503-823-7229

3. Requested Council Date: June 23, 2010

Consent Agenda Item: or Regular Agenda Item: _____

Emergency Item (answer below): _____ or Non- Emergency Item:

If emergency, why does this need to take effect immediately:

4. History of Agenda Item/Background:
In the past the Bureau of Planning and Sustainability has received authorization from City Council to donate a small amount of funds for events that reflect the bureau's mission to promote a sustainable economic, environmental and social future. These donations have covered sponsorships and attendance at events that engage the public in planning for a sustainable economic and environmental future.

While City Code 5.36.090 stipulates that any donation, gift, grant, lease or loan by which the City shall be obligated in an amount exceeding \$250 shall first be approved by the Council by special ordinance, the most efficient method for entering into agreements regarding joint promotional efforts with commercial entities and nonprofits is to authorize the Director of the Bureau of Planning and Sustainability to execute any such agreements.

5. Purpose of Agenda Item:
The intent is to grant funds only to entities whose mission and audiences align with those of the Bureau of Planning and Sustainability. BPS helps sponsor events that engage the public in planning for future reductions in energy consumption, create inclusive forums for diverse groups, and otherwise carry out the BPS mission for a planned sustainable future. This Ordinance provides authorization for the Director of Bureau of Planning and Sustainability to execute agreements that further the City's goals and expend a relatively small amount of money by a more efficient means than a City Council proceeding. The agreements would not obligate the City of Portland to spend more than \$3,000 per agreement.

6. Legal Issues: City Code 4.36.090 requires City Council's authorization of monetary donations over \$250, and the City's Informational Technologies Rule (HR Administrative Rule 4.08) prohibits use of City technology for endorsement of a commercial entity or products. City

Council can delegate authority to the Director of Bureau of Planning and Sustainability when donations are for appropriate purposes and do not exceed set limits.

7. What individuals or groups are or would be opposed to this resolution? Supportive? Past and prospective partners in sponsoring events would be supportive: Coalition for a Livable Future, City Repair Project, Cascadia Region Green Building Council and Future Energy Conference are examples.

8. How Does This Relate to Current City Policies?
In creating the Bureau of Planning and Sustainability, the Mayor has directed BPS to enhance public engagement efforts and partnerships with private and public entities to foster mutual goals for public health and civic sustainability.

8. Community Participation:
All events to which BPS has and would contribute money involve public participation at conferences, symposiums, summits and community fairs.

9. Other Government Participation: Various -- PDC, Metro, Multnomah County, Bonneville Power Administration

10. Financial Impact:
Funds are available in the FY 2010-2011 BPS budget. Payments would not total more than \$40,000 in a year.