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*enhancing the quality
of neighborhoods
through
community participation*

**City of Portland, Office of Neighborhood of Involvement
Great – Guidelines Review Committee Meeting**

Tuesday, June 10, 2003

8:30 AM to 10:00 AM, Lovejoy Room, Portland City Hall

MINUTES AND SUMMARY NOTES

Members Present:

Patricia Gardner, Co-Chair	Pearl District Neighborhood Association
Moshe Lenske, Co-Chair	Woodstock Neighborhood Association
Kathy Bambeck	Bridlemile Neighborhood Association
Nancy Chapin	Alliance of PDX Neighborhood Bus. Assocs.
Cathryn Crawford	University Park Neighborhood Association
Leonard Gard	Southwest Neighborhoods, Inc.
Raymond Hites	Lents Neighborhood Association
Brian Hoop	Office of Neighborhood Involvement
David Lane	Office of Neighborhood Involvement
Stanley Lewis	Downtown Community Association
Michael O'Malley	Irvington Community Association
Jerry Powell	At-Large
Mark Sieber	Neighbors West/Northwest
Ruth Spetter	City Attorney's Office
William Warren	Central Northeast Neighbors

Absent:

Brent Canode	Office of Commissioner Randy Leonard
Charles Shi	Communities Beyond Neighborhood Boundaries

Visitors

Lee Perlman	Media
Jean Senechal	Office of Transportation

*Decisions by this group are subject to change at future meetings.
Opportunities for public input are at the end of meeting and future workshops.
The committee has approved these summary notes.*

**Information & Referral
Center**
503-823-4000

**Crime Prevention
Center**
503-823-4519

**Neighborhood Mediation
Center**
503-823-3152

**Metropolitan Human
Rights Center**
503-823-5136

**Civic Involvement
Center**
503-823-4519

Approval of Minutes

- Did not approve minutes to May 27, 2003 meeting.

Minutes

Motions approved:

- Motion approved to put Chapter 3.96 back onto original timeline to match timelines with PI Taskforce with both tentatively to go before council in late fall.
- Motion approved to invite City staff to meeting July 8 to initiate dialogue with City staff on responsibilities of City agencies.

Summary of Notes for June 10, 2003

- Reviewed staff concerns from June 9 meeting where staff met to discuss proposed Code Chapter 3.96 draft. Some concerns listed below.
- Committee members discussed how to respond. Agreement to invite staff to July 8 GREAT meeting. Consideration of whether or not to allow the taskforce to deal with responsibilities of City agencies. No agreement yet.

Update on Ad-Hoc Groups

Issues brought up:

- No reports or discussions on ad-hoc groups.

Discussion on City Code Chapter 3.96

Issues brought up:

Staff concerns:

- Discussion about meeting with City staff on Monday, June 9. Concern expressed that these changes should not take place. Some would be happy with just modifications. Many unhappy with staff not being included as a stakeholder. BES, BOT, and PDOT most concerned.
- Need to clarify if this supersedes all other codes dealing with public involvement.
- Concern raised that it is too early to codify Standards when the Taskforce is just beginning to define what standards will be.
- Main issue is concern about whether this is about centralization of public involvement responsibilities. Is ONI meant to be the enforcer or just coordinator?
- Proposed 45 day timeline is difficult because many bureaus are held accountable to state and federal mandates with shorter timelines. Explanation about how existing 30 day rule in City Code chapter 3.96 came from the state as part of the original state land use rules. State created a 120-day rule making process. Over the past several decades bureaus and other government agencies have narrowed the public involvement timelines.
- What types of City decision-making does this cover? City makes hundreds, if not thousands, of decisions. What types of decisions do people want to be notified about? What is a decision? What does it cover? Does this cover inter-governmental processes? What are the definitions? What bureaus does this cover? How does this dovetail with other code?
- ONI could play a role as liaison between bureaus and citizens about early notification and how to improve citywide and inter-bureau communication.

- Acknowledgement made of the inequity of PI resources between different bureaus, some provide adequate resources and some don't.
- Bureau concerns from PDOT staff member: PI staff has lots of experience, are very dedicated and have a good intent to do the right thing. Acknowledge it's a very difficult thing to have someone tell you how to do your job. Concern that this has not developed as a good public process. Staff and citizens need to work together to make good decisions.

Committee member concerns:

- Concern expressed that the guidelines and code process are too closely mixed with the Public Involvement Task Force when the GREAT committee should be very separate. Discussion about slowing down the Code Chapter 3.96 process so that we can have a collaborative dialogue with City staff to resolve our differences.
- Lack of consistency is a major concern seen by the public that City staff fail to recognize.
- General interest that group wants to work with staff so there is buy-in from key stakeholders. But also staff need to remember the role of citizen involvement is the right of citizens to raise red flags when there are problems.
- Business concerned that public process is holding up business development. Businesses are getting mad at City's permitting process because it's too slow.
- Suggestion re: section on responsibilities of City bureaus in Chapter 3.96: drop B and C and simply keep the placeholder that a new set of standards to be facilitated by ONI. Allow the Public Involvement Task Force to deal with B and C. This would allow the GREAT to narrow its work and finish up. Not everyone agrees. Some feel that's too risky to drop the timelines and want to spend the effort to massage the text. East neighborhood associations did not want to rush the process by going to City Council now.
- Comments made that neighborhood associations should be notified of all major decisions, even if it's a lot, let NA's decide on their own.

Motions:

- Motion approved to put Chapter 3.96 back onto original timeline to match timelines with PI Taskforce with both tentatively to go before council in late fall.
- Motion approved to invite City staff to meeting July 8 to initiate dialogue with City staff on responsibilities of City agencies.

To Do:

- Send GREAT members info on PI Taskforce. Bring clarification to the conceptual difference between PI Taskforce and GREAT.
- ONI notification needs to go out explaining changes in the timeline.

The committee has approved these summary notes. The information contained in this document is preliminary and informal in nature and does not necessarily reflect the views or adopted policies of the City of Portland or the final outcomes of this project; the reader should exercise caution in its interpretation.

NEXT MEETINGS

Tuesday, June 24, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4th Avenue

Prepared by: Brian Hoop, Office of Neighborhood Involvement