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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, May 13, 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
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
<u>Absent:</u>	
Brent Canode	Office of Commissioner Randy Leonard
Moshe Lenske, Co-Chair	Woodstock Neighborhood Association
Charles Shi	Communities Beyond Neighborhood Boundaries

Visitors

Lee Perlman Media

*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 April 22, 2003 meeting.

Minutes

Motion's approved on 5-13-03:

- Motion approved to have one more meeting regarding neigh association section of code. Then there will be a public hearing to consider changes to neighborhood association section and let people know about transfer of responsibilities from BDS to ONI. Council will then consider and adopt new Code language in June or mid July.

Summary of Notes for April 22, 2003

- Both public meetings and communities beyond neighborhood boundaries ad-hoc groups are nearing completion with draft language.
- Group discussed and approved moving forward to seek Council approval of draft Code language in months of June or July instead of waiting till fall.

Update on Public Meetings Ad-Hoc Group

Issues brought up:

- Suggestion to delete allowing meetings via email but allow meetings via telephone.
- Still discussing public records section. Concerns about latitude neighborhood associations have to control release of records. Lee is suggesting a one-day notice. 1993 draft of open meetings changes proposed exempting sub-committees needing to have minutes and agendas open to public.
- Questions raised about quorums. Many neighborhood associations currently allow anyone who shows up to make quorum, which is not compatible with state law. Suggestion to allow groups to meet informally as long as they not make any decisions.

Update Communities Beyond Neighborhood Boundaries Ad-Hoc Group

Issues brought up:

- Group presented a draft. Proposing to include a definition of communities beyond neighborhood boundaries. Concern raised about requiring diversity sub-committees of coalitions.
- Concerns raised that some of these requirements will require new financial resources. This will require conversations with Council about a commitment to provide additional resources.

Update Grievances Ad-Hoc Group

Issues brought up:

- No report.

Update Neighborhood Offices Ad-Hoc Group

Issues brought up:

- Draft language shows some of the changes that would parallel and clarify relation between ONI/Coalition contracts and proposed Standards. Not discussed yet.

Update Neighborhood Offices Ad-Hoc Group

Issues brought up:

- No report.

Merger of ONI and Bureau of Development Services code language for Neighborhood Inspection Team

Issues brought up:

- Discussion about whether or not to proceed with having Council adopt both BDS and ONI Code language changes to chapter 3.96 now and complete the Standards changes later. The BDS changes regarding Neighborhood Nuisances and Inspections need to go in place July 1, 2003. Only minor changes made to facilitate transfer of authority for neighborhood inspection enforcement to the Director of ONI.
- Comments made that we should keep the two processes separate. Especially other City bureaus may not be pleased with the 45 days prior notice about City actions since we have not had the conversations with them yet. Concern that we would not be modeling good public process that we are asking other City bureaus to live up to.
- Concern raised that the addition of the BDS responsibilities significantly changes ONI's purpose.
- Public hearings could be in June and the official transfer could take place in mid July to meet 30-45 advance notice requirement.
- Definition of G "Responsible Party". Suggestion that the definition of "Responsible Party" should be separate from the Neighborhood Association section. It should be narrowly tied to the sections relating to BDS responsibilities. Concern that the "responsible party" has nothing to do with neighborhood associations.
- Comment made that Comm. Leonard needs to improve how he is getting his vision of neighborhood associations out to the neighborhood leadership.
- Comments made that we should probably keep this as two separate tracks and ensure that we have a good public involvement dialogue with neighborhood leadership. Fall will be a better time to have this conversation with neighborhood associations and a big picture conversation at the neighborhood summit.
- Proposal that the BDS responsibilities could be a separate chapter to ease concern of merging too much too fast. Create a 3.96a and 3.96b.
- Comment that the business associations may not be interested in having formal recognition.
- Comments made that there has been ample public workshops and conversation about our two years of work. Moving forward would show some momentum towards completing our work.

Motion:

- Motion approved to have a June public hearing to consider changes to neighborhood association section and let people know about transfer of responsibilities from BDS to ONI. Council will then consider and adopt new Code language in late June or mid July.

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 10, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4th Avenue

Prepared by: Brian Hoop, Office of Neighborhood Involvement