

ONI BUDGET WORKGROUP

Summary Notes

November 5, 2007

ATTENDEES

Workgroup: Ann Balzell (PCDAC), Richard Bixby (EPNO), Sylvia Bogert (SWNI), Anne Dufay co-chair (NWNW), Vicki Hersen (Elders In Action), Cece Hughley Noel (SEUL), Kayse Jama (Center for Intercultural Organizing), Maria Lisa Johnson (Latino Network), Ron Laster (Grant Park NA/NECN), Patty Lee (Ashcreek NA/SWNI), Jerry Powell (NWNW), Dora Reyna (Latino Network and DCL Academy), Joseph Santos-Lyons (NECN), Doretta Schrock co-chair (Kenton NA/NPNS), Mark Sieber (NWNW), Alison Stoll (CNN), Frank Walsh (Madison South/CNN)

ONI: Amalia Alarcon de Morris (Director), Amy Archer (Operations), John Dutt (Information & Referral), Michael Kersting (Finance), Stephanie Reynolds and Kelly Ball (Crime Prevention), Jeri Williams (Neighborhood Resource Center)

Guests: Sanj Balajee (Community Connect), Colin McCormack (Community Connect/Mayor's Office), Bob Tomlinson (OMF), Betsy Coddington and Christina Albo (Resolutions NW), Rita Fawcett and Pat Osborn (League of Women Voters), Angela Southwick (NWNW), Adalia Isabel Johnson (Latino Network)

Facilitators: Joe Hertzberg & Carol Turner

WELCOME: Joe

Joe stated that the primary focus for the evening would be to increase our understanding of ONI and its programs, as well as additional understanding of the Community Connect recommendations. The agenda will not be followed necessarily in order because of various commitments by participants. The WorkGroup was reminded about the guidelines that they had developed for their work.

Note: The following notes are a summary of some of the key points made in the presentations to the Work Group. Please contact Amy Archer at ONI for additional written information, pamphlets or reports about these programs (503-823-2294 or Amy.Archer@ci.portland.or.us).

COMMUNITY CONNECT: Colin and Sanj

Colin reported that he had moved into the Mayor's Office and the new Chair of Community Connect (CC) is now Cece. Colin summarized the process of establishing the CC recommendations. They are now looking at incorporating and funding with the ONI budget for year one strategies. Priorities should be determined by the end of the week and it will require several more weeks to shape them. They do not anticipate any dramatic changes in year one; more time and input will be needed for significant changes.

Sanj led the WorkGroup in an exercise in which individuals chose a CC recommendation or strategy from which they or someone they know had benefited. Then working in pairs,

the participants shared these examples and stories. Some stories were shared with the larger group.

OVERVIEW OF COALITIONS: Joseph, Mark and Sylvia

See attached presentation regarding Core Services of Coalitions, outlining volunteer efforts and provided services re: community involvement/public engagement, support to community members and support to Neighborhood Associations.

SPECIFIC COALITIONS:

In addition to the general services that all the Coalitions provide, individual Coalitions have developed their own unique programs and services. Each coalition gave a brief summary of some of those specific programs and services.

1. Southeast Uplift: Cece Hughley Noel

Cece shared an overview of SEUL, which is focusing on core communication strategies and links with many neighborhood organizations. They provide a range of training and other opportunities to connect informally, e.g. leadership skill development; “Happy Hour” with neighborhood businesses. They have a planner on staff who is working on proposed development and some VISTA volunteers to help identify opportunities for green practices.

2. East Portland Neighborhood Office: Richard Bixby

East County is the newest Coalition. It has been busy developing basic written information for the neighborhood associations, produces a newsletter and “does a lot of back-up” for the associations. There are plans to work with the Hispanic and Russian populations.

3. Central NE Neighbors: Alison Stoll

This Association, in addition to offering the core services (including outreach this year to its Somali community), has engaged in several large projects. A recent example has focused on noise related to the airport. Through engaging the local neighbors they have been able to reach a satisfactory result so a “Hush House” was constructed which decreases the sound of engines at night.

4. NE Coalition of Neighborhoods: Ron Laster, Joseph Santos-Lyons

The Coalition is focusing on identifying the common bonds between and outreach with both the long-time residents and the new residents who are moving in. Two programs that are being implemented now are the Tri-Met Advocacy Program to educate people about safety on public transportation and the Youth Gang Outreach to intervene with youth at risk.

5. North Portland Neighborhood Services: Doretta Schrock

The focus here is on helping the program become self-sustaining. It is one of two Coalitions that is staffed by City employees. They have been working on such issues/programs as advocacy related to a local Superfund site, healthy eating/active living, a school arboretum and supporting a tool library.

6. Neighbors West- Northwest: Angela Southwick

The Coalition has had a special focus on pedestrian safety, and is marketing unique Walk-Safe umbrellas. They are holding a Neighborhood Preparedness Fair.

7. Southwest Neighborhoods, Inc.: Sylvia Bogert

This Coalition has been supporting the local associations through such means as providing web-site training for them and providing a class on writing effective articles for their newsletters. Active outreach is occurring with the local Somali community through the support of the small grant program.

CONTRACTORS/GRANTEES AND INITIATIVES:

A. Elders-in Action: Vicki Hersen

The organization focuses on safe and active involvement of older adults. They provide aging awareness training, information on elder-friendly services, and such activities as sponsoring with PDOT the popular "Senior Stroll" on a weekly basis. They supported a recent study done through PSU and World Health Organization on features of Age-Friendly Cities.

B. Diversity and Civic Leadership Academy: Kayse Jama and Maria Lisa Johnson

The DCL academy is a program to build leadership capacity for under-represented community organizations on City civic involvement efforts. The academy is a partnership between Latino Network, Center for Intercultural Organizing and Oregon Action. Each group has approximately 15 participants for a total of 45 participants representing 13 countries with 30 languages spoken. Participants are very enthusiastic and committed to civic engagement. Dora Reyna of the Latino Network spoke about the excellent training she has received and her appreciation for the different communities being able to meet together regularly.

C. Diversity and Civic Leadership Organizing Project: Jeri Williams

This program provides grants to community organizations of color to build organizational capacity to engage under-represented constituencies in City civic governance. Jeri shared that a number of groups applied for grant funding in this area and four organizations were selected: IRCO, Latino Network, Native American Youth and Family Center, and Urban League. ONI and the selected grantees are still in the process of finalizing the grant agreements so that work can begin.

D. Portland Citizen Disability Advisory Committee: Ann Balzell

This committee has been restarted during the last year, and has made itself available to review issues related to transportation, education and accessible housing. Members inspected the tram connected with OHSU, testified related to a crisis intervention program, and sponsored a “roll and stroll” experience for people to try different modes of disability transportation.

E. Resolutions Northwest: Betsy Coddington and Christina Albo

Betsy and Christina presented their annual report containing numbers related to services in mediation, facilitation, community residential sitings, and training of volunteers. They provide services in Spanish and do have access to a language bank for other languages.

ONI UPDATES

ONI Customer Service: John Dutt

John reported that the Customer Service Advisory Committee (CSAC) is a citywide committee that came out of one of the Mayor’s bureau innovation projects (BIP 7). The CSAC has 3 main goals: 1) To define a culture of customer service, 2) To focus on workforce development in this arena through recruitment, hiring, employee evaluations, training, etc. and 3) To survey the customers. He sees that the last goal is an area for ONI to consider- defining who the ONI customers are and how to get information back from them.

Budget: Michael Kersting

Michael shared several documents about ONI budget history, a summary of revenue sources and a summary of FY2008-09 Current Allocation Levels (CAL) Targets. These documents are available online at <http://www.portlandonline.com/oni/index.cfm?c=45642>.

NEXT STEPS:

A request was made to try to have future meetings end by 8:00 am.

NEXT MEETING: MONDAY, NOV. 19, 2007 AT CITY HALL: 5:30- 8:30 PM (with attempt to end earlier).

Neighborhood Coalition Core Services

What are Portland neighborhoods? They are people in the places where they live and do business, people who are inspired to come together to improve the physical and social health of these communities.

We believe in an equal right to participate, and we work to invite everyone to the table. Neighborhood associations are designed to give any willing volunteer a voice, and neighborhood offices are there to support the individuals and the Associations in fulfilling their visions for the places where they live and do business.

Together, volunteers and staff provide an opportunity for community members to assemble and promote their views, to plan and engage in community projects, and to create and support new groups in response to community needs.

Volunteer Efforts

Neighborhood volunteers fight crime, plan for improved streets, parks, schools, and better housing and development.

Neighborhood volunteers build trails and clean up the urban and natural environment. Neighborhood associations and or coalitions host community events--sometimes fun, sometimes hard-working, often both.

These projects and events are as varied and diverse as the needs and imagination of the people who live in each neighborhood, but they all contribute in engaging community members to improve the life and well being of people in the place they live.

After this introduction to our basic, our core services, you will hear more specifics about these efforts from representatives of each of the neighborhood offices.

A brief word about Land Use: Land use is by no means the majority of what volunteers do, but it is the issue around which local volunteers first organized to have a voice in government. The right to participate in land use decisions was supported by a sweeping state law which secures the right of community members to have a voice in deciding what their neighborhood looks like.

Services

Each Coalition Office offers a range of services based on the needs of their area, not only supporting the recognized neighborhood associations within their geographic area, but providing advice and assistance to individual community members. We serve as a clearinghouse for information, assisting people to find everything from street cleaning schedules to opportunities to engage the city on matters of public policy.

Community Involvement/Public Engagement

While volunteers are very generous with their time and commitment, there are never enough of them—and there are many people who are not yet aware that neighborhood involvement offers an opportunity to have their voices heard.

The two activities at the core of our work are outreach and communication. Much of the work we do connects people to people, resources and services.

The neighborhood offices publish or assist with the publication of coalition wide and/or individual neighborhood newsletters. We manage and publish calendars of events and meetings. Collectively the neighborhood offices distribute nearly 70,000 newsletters every month.

Examples of this are the SW Neighborhood News, a coalition-wide newsletter which is mailed monthly by request to over 10,000 households, and the Concordia News, a neighborhood newspaper delivered to 4,000 resident addresses monthly. These leverage the funds from ONI—by a factor of ten, in Concordia—and nurture relationships with the business community which advertises locally.

Coalitions and neighborhoods also maintain a variety of electronic discussion and notification groups and websites, to provide ongoing current information, updates and announcements to the community and membership.

Support to Community Members

When you contact us, we don't ask for any proof of membership or ID: we serve the entire community. We provide information about neighborhood projects and city programs, and provide information and advice on topics ranging from leaf removal to public transportation policy. The neighborhood offices answer about 12,000 requests for assistance monthly.

Help for projects is available—neighborhood offices help volunteers plan and implement hundreds of projects monthly, such as Northeast Coalition's 'Good in the Hood' annual community fair which originally supported Holy Redeemer School and now brings together 6,000 neighbors for two days to celebrate the neighborhoods. NECN provides fiscal sponsorship, publicity and technical assistance to the volunteer planning committee.

We also facilitate partnerships with community groups and with local non-profit agencies and businesses. We offer fiscal sponsorship to small non-profits in order that they may be eligible to apply for our small grant program.

Neighbors West-Northwest partnered with the Old Town Chinatown Business Association to provide fiscal sponsorship and assistance for their grant for the August Moon Festival.

We work with city, state and regional agencies to connect community members to government services.

For example, the SWNI contract with the Bureau of Environmental Services created and is now implementing 112 identified projects of the Fanno Tryon watershed management plan, which involves over twenty government and private agencies.

We partner with the City of Portland Crime Prevention program staff to address our communities' needs.

For example, a Northwest Public Safety Forum was recently held with service representatives from twelve city and county agencies.

We provide individual and group training to volunteers so they can be up to speed on current trends and best practices, and orient new volunteers to the history, the physical, social and political landscape of their neighborhood and neighborhood organizations.

Southeast Uplift is the model for volunteer trainings, providing an array of training programs to develop leadership in neighborhood boards and project volunteers.

Support to Neighborhood Associations

Every volunteer organization has the problem of where to keep their stuff: is it in someone's garage or dining room table? Who has the checkbook, pays the bills, complete the (inevitable) paperwork that comes from being an organized group of people? The coalition staff plays a major role either in doing this work or assisting the volunteers with it. This includes keeping records of project work and meeting minutes. Our offices help with accounting, with making sure state and federal registrations are up to date, and that tax documents are filed correctly and on time.

For example, we are currently preparing to file annual federal and state tax returns for our member neighborhoods and coalitions.

Other direct services include archiving of minutes, financial record keeping, assistance in writing grants, assistance with land use and transportation, and developing responses to public policy proposals.

Coalitions also protect volunteers by purchasing insurance policies and by keeping abreast of current regulations which affect volunteer responsibilities. Staff worked with the City to develop a back-up insurance pool for volunteers.

For instance, the Multnomah Neighborhood could not put on its annual *Multnomah Days* celebration and parade without the insurance protection provided by the Southwest Neighborhoods coalition.

ONI BUDGET HISTORY

	EXPENDITURES					
	Actual 02/03	Actual 03/04	Actual 04/05	Actual 05/06	Actual 06/07	Adopted 07/08
Personal Services	2,926,867	3,998,128	4,036,707	3,943,323	2,963,924	2,718,960
External Materials & Services	1,750,191	2,476,586	2,264,040	2,074,366	2,500,202	3,188,076
Internal Materials & Services	407,972	910,118	775,261	728,890	530,102	508,733
Minor Capital Outlay	0	0				
Equipment Cash Transfers	2,761	0	13,100	10,000	5,000	0
	5,087,791	7,384,832	7,089,108	6,756,578	5,999,228	6,415,769

	RESOURCES					
	Actual 02/03	Actual 03/04	Actual 04/05	Actual 05/06	Actual 06/07	Adopted 07/08
Discretionary Revenue	3,716,168	4,473,231	4,229,967	4,018,897	4,784,749	5,776,580
Grants & Donations	135,968	50,667	145,670	59,214	0	
Contract Revenues	338,678	298,413	243,843	244,409	262,484	252,667
Interagency Revenues	744,728	961,723	670,030	650,933	705,680	127,702
Program Revenue	18,526	1,481,357	1,665,414	1,666,141	108,253	108,263
Overhead Recovery	133,723	119,441	134,185	116,984	138,062	150,557
	5,087,791	7,384,832	7,089,108	6,756,578	5,999,228	6,415,769

	PROGRAMS					
	Actual 02/03	Actual 03/04	Actual 04/05	Actual 05/06	Actual 06/07	Adopted 07/08
Citizen Participation/MHRC	151,932	0	0	0	0	0
<i>Positions</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Crime Prevention	866,642	889,545	1,062,117	1,104,049	1,157,607	1,294,334
<i>Positions</i>	<i>12.15</i>	<i>11.25</i>	<i>11.80</i>	<i>13.30</i>	<i>13.50</i>	<i>15.40</i>
Information & Referral	391,112	393,282	429,525	426,488	452,812	447,173
<i>Positions</i>	<i>6.00</i>	<i>6.00</i>	<i>6.75</i>	<i>6.00</i>	<i>5.75</i>	<i>5.75</i>
Administration	286,117	420,819	454,053	414,764	432,633	408,200
<i>Positions</i>	<i>3.00</i>	<i>4.00</i>	<i>6.00</i>	<i>3.30</i>	<i>3.00</i>	<i>3.00</i>
Neighborhood Inspections	0	2,242,623	1,855,481	1,879,939	4,780	0
<i>Positions</i>	<i>0.00</i>	<i>20.00</i>	<i>18.70</i>	<i>18.00</i>	<i>0.00</i>	<i>0.00</i>
Noise Control	0	275,832	290,482	11,365	0	0
<i>Positions</i>	<i>0.00</i>	<i>3.00</i>	<i>4.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Neighborhood Resource Center	2,508,673	2,398,552	2,261,126	2,279,170	3,228,409	3,468,262
<i>Positions</i>	<i>19.30</i>	<i>14.03</i>	<i>12.53</i>	<i>10.83</i>	<i>11.80</i>	<i>9.30</i>
Neighborhood Livability Svcs	883,315	764,179	736,323	640,802	722,986	797,800
<i>Positions</i>	<i>7.00</i>	<i>3.00</i>	<i>2.00</i>	<i>2.20</i>	<i>2.00</i>	<i>2.60</i>
TOTAL PROGRAMS	5,087,791	7,384,832	7,089,108	6,756,578	5,999,228	6,415,769
	<i>47.45</i>	<i>61.28</i>	<i>61.78</i>	<i>53.63</i>	<i>36.05</i>	<i>36.05</i>

ONI Revenue Sources

General Fund Ongoing	07/08	08/09	CHG
GF discretionary	4,981,580	5,169,095	3.8%
GF Overhead (I&R)	150,557	143,998	-4.4%
Total	5,132,137	5,313,093	3.5%

Other Ongoing			
County I&R	223,587	231,412	*(estimates)
County Siting	29,080	29,080	
ONI Siting	25,984	25,984	
Liquor License Fees	107,148	108,000	
OSD Cleanups	14,992	14,992	
NPNS Programs	9,915	9,915	
Total	410,706	419,383	

One-Time GF Funding sources

BIP 9 Position	75,000	TBD
Performance Measures	50,000	TBD
Business District Liaison	50,000	TBD
DCLOP	200,000	TBD
Child care/translation	30,000	TBD
Coalition Staffing	350,000	TBD
Mayor's Violence Prevention	117,926	TBD
Total	872,926	

Total ONI Adopted Budget	6,415,769	5,732,476
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One-Time Request for Fall Bmp

Siting Position	69,114
Vision to Action Grants	125,000
Additional DCLOP Funding	28,000
Total Additional GF requests	222,114

ONI Budget w/Fall request	6,637,883
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FY2008-09 CAL Targets

for the City of Portland General Fund



As Of..... 01-Nov-2007

Previous..... 15-Jun-2007

Discussion

Estimated FY2008-09 Bureau Current Allocation Levels (CAL) -- Budget Process FY2008-09

FY2009-10 Current Allocation Level Estimates (page 10)

General Fund Bureau/Program	Discretionary	Overhead
Bureau of Police (Operating).....	\$132,651,807	\$0
Bureau of Fire (Operating).....	\$78,892,131	\$196,985
Bureau of Parks.....	\$33,412,519	\$0
Commissioner #2--AU190.....	\$321,798	\$448,031
Commissioner #4--AU191.....	\$307,278	\$408,720
Commissioner #3--AU192.....	\$314,782	\$421,667
Commissioner #1--AU193.....	\$316,855	\$421,045
Office of the Mayor.....	\$703,932	\$907,840
Cable Communications.....	\$866,903	\$0
Portland Community Media.....	\$814,258	\$0
Office-Sustainable Development.....	\$655,845	\$0
Government Relations.....	\$469,733	\$618,778
Office of Manage. & Finance(OMF).....	\$10,638,332	\$12,932,456
Revenue Bureau.....	\$3,212,530	\$0
Emergency Management.....	\$626,007	\$981,024
Licenses (To Revenue Bureau).....	\$0	\$0
Office-City Attorney.....	\$1,789,248	\$1,915,729
Office-City Auditor.....	\$3,619,078	\$3,043,180
Office of Neighborhood Involvement.....	\$5,169,095	\$143,998
Bureau of Planning.....	\$6,570,290	\$149,410
Bureau-Community Dev.(BHCD).....	\$5,454,373	\$0
Special Appropriations (NET).....	\$2,724,614	\$160,494
Subtotal-General Fund Bureaus.....	\$289,531,407	\$22,749,357
Unused Line.....	\$0	
BOEC Target Cash Transfer.....	\$10,506,893	
PDOT CAL Support.....	\$0	
BDS &-Neighborhood Quality.....	\$1,929,869	
Regional Arts Commission (RACC).....	\$3,227,498	
Current Allocation Level Total.....	\$305,195,666	\$22,749,357

The table (left) summarizes bureau "CAL" targets as they currently stand. Overhead recovery estimates are final and are as they will be found in Council's FY2008-09 Adopted Budget. CAL continues to reflect "95/5" health benefits cost sharing begun on July 1, 2006. Out-year health benefits escalation continues to average about 10% annually as forecast by AON, the City's health benefits expert and consultant.

Escalation Rates

The estimates use a December to December 3.3% rise in the Portland-Salem area consumer price index (CPI-W). The actual increase will be published by Bureau of Labor Statistics (BLS) in late February. Thus, 3.3% is only place a holder pending data.

The estimated COLA increase along with the expected health benefits increase works out to estimated overall compensation growth rate of nearly 5.1% for the coming fiscal year. This rate of increase is likely to be well in excess of revenue growth.

Some Key CAL Target Assump- tions	CPI-W Portland Dec. 2006 To December 2007 (est.)....	3.3%	General Fund CAL Full Time Equivalent (FTE) Positions.....	3,029
	M & S Escalation Rates		Difference from last forecast.....	(30)
	<i>EXTERNAL M&S.....</i>	3.1%	Est. General Fund Compen- sation Set-Aside (Discretionary).	\$7,929,698
	<i>Net of Utilities.....</i>	3.0%	Estimated Portland Population.....	
	<i>INTERNAL M&S.....</i>	4.0%	<i>FY2006-07.....July 1, 2006.....</i>	567,213
	Forecast Escalation Rate		<i>FY2007-08.....July 1, 2007.....</i>	571,011
	Health Benefits-FY2008-09	7.3%		