

ONI Budget Advisory Committee: Program Summary

Organization / Program title

Office of Neighborhood Involvement, Liquor License Program, 503-823-3092

Briefly describe the program funded with city dollars

The City of Portland/Office of Neighborhood Involvement Liquor License Notification Program mission is to ensure that all liquor outlets meet the high expectations of the community, operate in a lawful manner and do not unreasonably disturb the peace and tranquility of our neighborhoods.

One of the primary functions of the program is to process liquor license applications for outlets located within the City of Portland. Although the Oregon Liquor Control Commission ultimately makes decisions about licensing matters, the local government is allowed by law (Oregon Revised Statutes) to review applications and provide recommendations to the OLCC using the general guidelines provided by Oregon Administrative Rules. The City of Portland has adopted Portland City Code 14B.100 to define the local recommendation process. The program collects fees for the processing that covers the cost of the program. In providing this function and other functions the program conducts the following:

- Coordinates with the Portland Police Bureau's Drug and Vice Division, Noise Control, the Revenue Bureau, ONI Crime Prevention, Neighborhood Response Team Officers, and the Oregon Liquor Control Commission (OLCC) to process liquor license applications within the City of Portland for recommendation to the OLCC;
- Notifies affected community residents and businesses of pending liquor license applications;
- Collects community responses to license application notices, forwarding them to the Portland Police Bureau and the OLCC for consideration during the license recommendation process;
- Receives and tracks complaints from the community, Police and other partners regarding problems associated with licensed businesses.
- Processes temporary liquor license permits to ensure that neighbors are notified, especially if the event may cause livability concerns in a neighborhood; application fees generate revenue for the part-time administrative assistance
- When appropriate, assists with problem resolution between neighbors and liquor license applicants, including resource and referral, meeting facilitation, and the good neighbor agreement process;
- Convenes and facilitates problem-solving and enforcement activities related to the City's Time, Place, and Manner code (intended to assist with addressing problems at locations generating nuisance activities such as disorderly conduct and noise);
- Provides public education regarding the liquor license application process and testimony preparation for OLCC hearings;
- Convenes an oversight committee to engage stakeholders in evaluation of program policies and to formulate recommendations on areas of potential change;
- Monitors legislative issues for proposed legislation that may have an impact on the program and the community on alcohol related issues; and

- Convenes internal and external stakeholders to review existing city codes relating to livability issues that peripherally relate to liquor establishments and recommend changes to address concerns.

Major activities and accomplishments during current budget cycle (ending June 30, 2011).

Include Summary of what changed as a result of FY2011 budget cuts.

The program activities in the current year have increased in comparison to the prior fiscal year, with a noticeable increase in liquor applications. In FY 2009-10, the program processed:

- 451 New Liquor License Applications (approximately 22% increase over prior year)
- 1207 Temporary liquor applications (approximately 30% increase over prior year)
- 1631 Renewal liquor applications
- Over 11,000 mailings to the public regarding new license applications

The program also continued to refocus efforts on problem solving with locations identified as generating nuisance activities. This resulted in a total of 67 problem locations being reviewed by the Liquor License Team, with 42 locations receiving violation and enforcement through the City's Time, Place, Manner code (an increase of over 30% from prior year). These locations resulted in 15 abatement plans. Many of the locations that did not receive violation notices were resolved through dialogue and/or control plans, partnership agreements or good neighbor agreements to address the concerns. In FY2010-11 the problem solving efforts are continuing to increase including abatement plan development and when unsuccessful in those efforts taking cases to the Code Hearings office for enforcement.

In FY2009-10, the program focused on an area-wide effort to document and understand the problems associated with drinking in public in downtown Portland. In partnership with Crime Prevention, Neighborhood, Business and other key stakeholders, the program coordinated a voluntary effort (VibrantPDX) to attempt to address the problems. When that proved unsuccessful the information was compiled and presented to Council for authorization to petition the Oregon Liquor Control Commission for rulemaking to address the issues. The petition has been submitted and ongoing advocacy is in process in FY2010-11.

Another major area of focus in FY10 and FY11 has been on developing relationships and draft proposals for legislative changes that could improve the City's opportunity to effectively deal with problem locations.

Summary of program budget and staffing

The current program budget is approximately \$131,299. This is primarily personnel expenses for 1.0 FTE Program Specialist and 0.4 FTE Office Support Specialist II (Admin support shared with Graffiti and Crime Prevention Programs) with materials and services for rent, technology, and to support mailings and related supplies. The funding for this program is 100% funded through program revenues collected.

The program collects the maximum fee allowed by law for processing applications and these funds are used for program expenses. The program does not receive general fund resources and therefore is not impacted if general fund cuts are required.

Partnerships with other organizations

The program partners with neighbors, neighborhood association representatives, community organizations, businesses, Portland Police Bureau's Drug and Vice Division, Noise Control, the Revenue Bureau, ONI Crime Prevention, Neighborhood Response Team Officers, the Fire Bureau, Multnomah County, the Oregon Liquor Control Commission (OLCC), Oregon Partnership, local legislative representatives, League of Oregon Cities and other jurisdiction and agencies that are interested/engaged in liquor related issues.