

**Randy Leonard, Commissioner**  
David Lane, Ph.D., Director  
1221 S.W. Fourth Avenue, Room 110  
Portland, OR 97204  
Phone (503) 823-4519  
FAX (503) 823-3050  
TTY (503) 823-6868  
www.myportlandneighborhood.org



*enhancing the quality  
of neighborhoods  
through  
community participation*

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

Tuesday, April 22, 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                                   |
| Charles Shi                | Communities Beyond Neighborhood Boundaries |
| Mark Sieber                | Neighbors West/Northwest                   |
| Ruth Spetter               | City Attorney's Office                     |
| William Warren             | Central Northeast Neighbors                |

Absent:

|                        |                                      |
|------------------------|--------------------------------------|
| Brent Canode           | Office of Commissioner Randy Leonard |
| Moshe Lenske, Co-Chair | Woodstock Neighborhood Association   |

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 and Summary Notes**

- Motion to approve April 8, 2003 meeting minutes approved with the following changes:  
Spelling typo page 2 under update on public meetings group: "Much" should be "many."

## **Minutes**

### Motion's approved:

- Motion passed to create Ad-Hoc Committee to draft ONI language. David Lane, Kathy Bambeck, Brian Hoop, Joleen Jensen-Classen.

## **Summary of Notes for April 22, 2003**

- Mark Sieber, Allison Stoll, and Sylvia Bogert are drafting a rewrite of multiple sections addressing the roles and responsibilities of Neighborhood Offices.
- Impromptu discussion on how to address unaffiliated Neighborhood Associations. Should they be required to join a Neighborhood Office/Coalition or not? Discussion on equitable funding criteria for associations and coalitions.

## **Update on Public Meetings Ad-Hoc Group**

### Issues brought up:

- Group is meeting April 29 to finalize proposal.

## **Updates Communities Beyond Neighborhood Boundaries Ad-Hoc Group**

### Issues brought up:

- No meeting.

## **Updates Grievances Ad-Hoc Group**

### Issues brought up:

- No meeting.

## **Neighborhood Offices**

### Issues brought up:

- Mark Sieber, Allison Stoll, and Sylvia Bogert are drafting a rewrite of multiple sections addressing the roles and responsibilities of Neighborhood Offices. Their goal is to bring the Neighborhood Coalition contracts into harmony with the Standards and consolidate sections on roles and responsibilities of staff, newsletter policy, etc. The coalition contracts went through a major rewrite last year. They will discuss locating sole source contracting in the Standards. Discussion postponed till their draft is complete.

## **Conversation on unaffiliated Neighborhood Associations & coalitions**

### Issues brought up:

- Discussion about requiring unaffiliated Neighborhood Associations to join a coalition. Pros and Cons voiced. Citizenship requires people to work in coalition with others. Unaffiliated Neighborhood Associations have required direct resources from ONI that are not equitable with what other Associations and Offices receive. Some associations simply stop participating in their coalitions and are defacto operating independently.

- Discussion on funding formulas. Originally neighborhoods funded according to those who had the greatest need. Start with a \$0 base budget and have associations develop budgets based on need to get the job done.
- Have not addressed what we do with geographical areas already not represented.
- Refer to section on Benefits to Associations to help inform what have we agreed ONI should provide associations.
- Stan Lewis, as representative of unaffiliated associations, did attempt to engage unaffiliated associations at beginning of this process and will try again.

Proposals:

- Suggestion to have minimum and maximum number of Neighborhood Associations in a Coalition.
- Suggestion to create equitable funding formula for Neighborhood Office/Coalitions with criteria including geographical area, population density, demographics, number of associations, etc.

To Do:

- Find formula considered for redesigning funding system for Neighborhood Offices.
- Find out what is the smallest number of associations to reasonably support an office.
- Give Stan list of unaffiliated neighborhood association President's contact info.

**Office of Neighborhood Involvement**

Issues brought up:

- Name change of Office is being considered. Office or Bureau of Neighborhood Services is being considered by Commissioner Leonard's Office.
- Ad-Hoc Committee created to draft ONI language. David Lane, Kathy Bambeck, Brian Hoop, Joleen Jensen-Classen.

*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, May 13, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Tuesday, May 27, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Tuesday, June 10, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Prepared by: Brian Hoop, Office of Neighborhood Involvement