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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, November 12, 2002

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.
Leonard Gard	Southwest Neighborhoods, Inc.
Raymond Hites	Lents Neighborhood Association
Brian Hoop	Office of Neighborhood Involvement
David Lane	Office of Neighborhood Involvement
Michael O'Malley	Irvington Community Association
Jerry Powell	At-Large
Mark Sieber	Neighbors West/Northwest
Charles Shi	Communities Beyond Neighborhood Boundaries
Ruth Spetter	City Attorney's Office
William Warren	Central Northeast Neighbors

Absent

Cathy Crawford	University Park Neighborhood Association
Stanley Lewis	Downtown Community Association

Visitors

Lee Perlman	Media
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*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 which are final.*

**Approval of 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

- Oct. 22, 2002 minutes approved with no changes.

## **Approved Recommended Code or Standards Revisions**

- No formal vote taken on language at the 11-12-02 meeting.

## **Summary Notes for Nov. 12**

- Open meetings Ad-Hoc group: Research seems to indicate that we can create a City specific code for open meeting and public records that relates to neighborhood associations.
- Communities Beyond Neighborhood Boundaries Ad-Hoc group identified questions to begin discussion with other community organizations and leaders.
- Discussed establishing a future minimum size for new neighborhood associations and grandmother in existing neighborhood associations.
- Voted to keep introduction to boundary section same as current language but there will be continued discussion about whether or not to allow overlapping boundaries.

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

### Issues brought up:

- Committee has created a draft proposal. Researched City of Eugene policy, which does not hold their neighborhood associations accountable to follow open meetings and public record law. This seems to show that we can write a policy that is unique and specific for Portland neighborhood associations. The rationale is that neighborhood associations are not created by and/or directly accountable to an elected body. Legal case is Mark vs. McKenzie from the 80's which ruled on whether a committee related to school issues was to be held accountable to open meetings and public records law.
- There may be a different issue for the District Coalitions, which have a contractual relationship with the City. Neighbors West/NW minutes of meetings are public record vs. membership lists are property of neighborhood associations.

### Motions:

- No action.

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

### Issues brought up:

- Group met for the first time to determine a process for deliberations.
- Developed questions to begin conversation with community organizations and leaders.
- Discussed broadening conversation to senior, renter, gay/lesbian groups as well as ethnic minority organizations.
- Agreed we want to create a short list of leaders and organizations to contact and meet with.

### Motions:

- No action.

# **Standards for Neighborhood Associations**

## **Discussion on the size of neighborhood associations**

- Michael O'Malley researched NECoalition of Neighborhoods. The median is 400 acres, 5 households per acre, 2,000 people.
- Ray reports back that East Portland neighborhood leaders are fine with a minimum requirement.
- Research on median sizes: Note that we decided to take the overlapping areas and divide those numbers evenly between the two neighborhoods. This did change the smallest, largest, and average categories slightly from notes in the last meeting minutes. The median is 579 acres, 5,030 people, and 1,888 total households.

### **ACREAGE**

Smallest	Woodland Park	32 acres
Largest	Forest Park	9384
Average	Multnomah (closest to 946)	946
Median	Brooklyn	579

### **TOTAL POPULATION**

Smallest	NINA	166 people
Largest	Centennial	21,227
Average	Kerns (closest to 5,555)	5,555
Median	Eastmoreland	5,030

### **TOTAL HOUSEHOLD**

Smallest	Sunderland	62 people
Largest	NW District	7,832
Average	Parkrose Heights (closest to 2,347)	2,347
Median	Ashcreek	1,888

## **Proposals**

- Suggestion to create a citizen committee that will resolve differences of opinions. ONI should not be responsible for resolving differences.
- Suggestion to establish a future minimum size and grandmother in existing associations.
- Friendly amendment: Any new neighborhood associations must meet minimum criteria for geographical and household size to be recognized as a neighborhood association. New neighborhood associations may petition ONI for a variance to this rule. Boundary changes can only be made by mutual agreement. All existing neighborhood associations recognized as of "DATE" which are under the minimum are grandmothers in.

## **Motions:**

- No motions voted on.

## **Boundaries of neighborhood associations**

- Discussion about whether there should be overlapping boundaries.
- There are some 22 neighborhoods that have overlapping boundaries.

- It is very important to neighborhood associations to be able to define their own boundaries and they are fine with overlaps.
- Reminder that the system was designed to serve neighborhood associations and that we need to respect their right to define their own boundaries. This need outweighs the needs of city bureaus to have clean boundary lines.
- There have been mix-ups in notification of residents about land use issues because City staff were confused about what the boundaries are.
- There may be situations where there are healthy reasons for overlaps where two geographic areas have strong vested interests.
- In the beginning neighborhood association boundaries were a non-issue with City bureaus because they originally had their own service boundaries.  
New GIS mapping, like with Liquor Notification, neighborhood boundaries can be a non-issue because we simply define a 300, 500, 1000 foot perimeter and contact those people.

### Proposals

- Suggestion that language should discourage overlapping boundaries.
- Suggestion that future neighborhood associations should not have overlapping boundaries.
- Suggestion that overlapping boundaries are discouraged. Existing overlaps between neighborhood association as of "DATE" are allowed. New overlaps must be reviewed by the "NEW COMMITTEE."

### Motions:

- Motion: Have clearly stated boundaries in their by-laws. Overlapping boundaries are discouraged. Historical overlaps to be agreed to in writing by affected neighborhood associations. Existing neighborhood associations are grandmothers in.
- Motion tied. Fails.
- Motion to keep introduction to boundaries the same: Have clearly stated boundaries in its bylaws. The boundaries should not overlap those of any other neighborhood association, except to the extent that each neighborhood association affected agrees in writing.
- Motion passes.

*The committee has approved these summary notes which are final. 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, November 26  
8:30 AM - 10:30 AM  
City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Tuesday, December 10  
8:30 AM - 10:30 AM  
City Hall, Lovejoy Room, 1221 SW 4<sup>th</sup> Avenue

Cancelled  
Tuesday, December 24

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