

ONI Budget Advisory Committee: Program Summary – December 2015

Organization / Program title

Office of Neighborhood Involvement, Marijuana Policy Program, 503-823-9333 (WEED)

Briefly describe the program funded with city dollars

The City of Portland/Office of Neighborhood Involvement Marijuana Policy Program mission is to ensure that the emerging Recreational Marijuana and existing Medical Marijuana businesses meet the high expectations of the community, operate in a lawful manner and do not unreasonably disturb the peace and tranquility of our neighborhoods. In addition, the Program licenses Marijuana businesses to ensure that they are in compliance with City regulations, and supports best practices that allow these businesses to operate in a safe manner and contribute to the vitality of Portland Communities.

One of the primary functions of the program is to process Marijuana Regulatory License applications for outlets located within the City of Portland under the adopted Portland City Code 14B.130. The program works in collaboration with the two state agencies, Oregon Health Authority and the Oregon Liquor Control Commission to ensure that the marijuana industry is supported in developing in a compliant and successful manner. The program ensures collaboration with the Oregon Liquor Control Commission through issuing approval or denial of a Land Use Compatibility Statement for every business within the City of Portland to ensure the siting meets the requirements as outlined in City Code, including the distance requirements established by Council to address saturation. The program collects fees for the processing of applications and issuance of licenses that covers the cost of the program. In addition, the Program is active in the development of local, state and federal policy around Marijuana, representing the City in Rules Advisory Committees, State workgroups, and the State Legislature. In providing these functions and other functions the program conducts the following:

- Coordinates with the Portland Police Bureau, Liquor Licesneing Control, the Bureau of Development Services, Portland Bureau of Transportation, the Revenue Bureau, ONI Crime Prevention, Neighborhood Response Team Officers, and the Oregon Liquor Control Commission (OLCC) to process Marijuana Regulatory Licenses.
- Notifies affected community residents and businesses of pending marijuana regulatory licenses, and develops control plans with publicly interfacing marijuana busienesses;
- Responds to complaints and concerns from the community, Police and other partners regarding problems associated with licensed businesses with the appropriate level of problem solving.
- In the process of developing codes and regulations around marijuana grow sites, social clubs, and events related to marijuana.
- Assists with problem resolution between neighbors and marijuana 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 Portland City Code 14B.130; and is in the process of developing codes similar to

Portland City Code 14B.120 (Regulating nuisance Activities at Liquor License Establishments) to address nuisance at Marijuana Businesses.

- Provides public education regarding the Marijuana Regulatory License application process, marijuana related policy matters and testimony preparation for OLCC hearings or for the Legislative Process;
- Convenes a Community Workgroup 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 marijuana related issues; and
- Represents the City and Neighborhoods in OLCC workgroups and administrative hearings.
- Presents for the City of Portland at local and national conferences.

Major activities and accomplishments during current budget cycle (ending June 30, 2015). Include Summary of what changed as a result of FY2015 budget changes.

The program is a new program with the Office of Neighborhood Involvement, and has primarily involved advocacy at the State during the 2015 Legislative Session and the development of Chapter 14B.130 to license and regulate Marijuana Businesses within the City of Portland. This included meeting with state Legislators to develop language that would allow local control of the recreational marijuana industry at the local level, and adequate oversight of the Medical Marijuana Industry, in collaboration with Government Relations and other City partners; HB 3400. The development of Portland City Code 14B.130 involved an extensive public outreach process in which the program convened three community town halls, and intensive input from a formal stakeholder group that included community, industry, and other advocacy groups.

Additionally, the program continues to focus efforts on collaboration with many community and state organizations, as well as other states that have legalized marijuana, in order to proactively address concerns, and successfully integrate the newly legalized marijuana industry. The Program is an active member of the Marijuana Communities of Practice, an international organization that has convened to address challenges in the legal and illegal marijuana markets.

The Program is also working with Multnomah Counties SNAP (Safe Nightlife Advocacy Partnership) to positively address norms and structures that contribute to marijuana use in the age group between 18-26.

Summary of program budget and staffing

The current program budget is approximately 1,062,500.00 This is primarily personnel expenses for 1.0 FTE Livability Programs Manager, 1.0 .0 FTE Program Specialist, 1.0 FTE Assistant Program Specialist, 1.0 FTE Office Support Specialist II, 4.0 FTE Code Enforcement Specialist II, and 3.0 FTE Seasonal support staff, with materials and services for rent, technology, and to support mailings and related supplies. The program collects license and application fees to recover the cost of administering the program, including staff.

Partnerships with other organizations

The program partners with neighbors, neighborhood association representatives, community organizations, businesses, Portland Police Bureau's Drug and Vice Division, Liquor License Notification Program, the Revenue Bureau, ONI Crime Prevention, Neighborhood Response Team Officers, the Fire Bureau, Multnomah County, the Oregon Liquor Control Commission (OLCC), Marijuana Local Communities of Practice , local legislative representatives, League of

Oregon Cities, Association of Counties and other jurisdiction and agencies that are interested/engaged in marijuana related issues.

ONI Budget Advisory Committee: Program Summary

Organization / Program title

**Office of Neighborhood Involvement, Graffiti Abatement Program,
Graffiti Hotline for reporting 503-823-4824**

Briefly describe the program funded with City dollars

The City of Portland/Office of Neighborhood Involvement Graffiti Abatement Program mission is to improve neighborhood livability by decreasing graffiti in partnership with the Police Bureau, neighborhood and business associations, and other community partners.

The Graffiti Abatement Program focuses on the enforcement of the City's Graffiti Abatement Code (PCC 14B.80) and the Graffiti Materials and Sales Code (PCC 14B.85). The Graffiti Abatement Program Coordinator works with organizations and volunteers to:

- Enhance community education with respect to best practices in graffiti removal and deliver presentations to community groups, schools, and other organizations regarding graffiti trends, community impacts, and opportunities for public involvement in graffiti prevention;
- Organize volunteer cleanup efforts including training and coordination of volunteers, coordination with Volunteer Corps for regular cleanups at difficult chronic locations, and through organized neighborhood-business area collaborative graffiti cleanup events;
- Enforce the City's Graffiti Abatement Code, which requires property owners to abate graffiti within ten days of its report; and
- Respond to concerns, complaints and suggestions from interested community members;
- Disseminate information about graffiti through business and property owner graffiti removal permission forms;
- Encourage community members to report graffiti to the Portland Police Bureau via the graffiti hotline and online reporting;
- Partner with district attorneys and police in the arrest and prosecution of vandals; particularly through a close partnership with the Portland Police Graffiti Investigator
- Coordinate monthly Graffiti Task Force meetings, enhancing a network of agency partnerships;
- Monitor the compliance with the Graffiti Materials and Sales code, working in coordination with Crime Prevention staff to monitor compliance and provide technical assistance to retailers in securing and tracking sales of graffiti materials.
- Coordinate Graffiti Summit to build capacity in Portland, and collaborate with other agencies within the state and in other states.

The primary function of the program is to work with neighbors and business owners to identify, report and remove graffiti from public and private spaces. The program provides free supplies to volunteers and refers graffiti reports to contractors for graffiti removal services on private property.

**Major activities and accomplishments during current budget cycle (ending June 30, 2015).
Include Summary of what changed as a result of FY2015 budget changes.**

Prior to FY2010, the program was funded with ongoing general fund dollars. In FY2010 that

funding changed into one-time general fund dollars. The program incurred cuts but also expanded to provide an increased focus on volunteer training and coordination. In FY2013 the graffiti budget returned to ongoing funding.

The program continues to work to refer reports to appropriate agencies and coordinate cleanup with volunteer groups and contractors. In FY2015 8,179 reports of graffiti were received. The program supported many graffiti cleanups with volunteers throughout the community. The graffiti program continues to partner with Central City Concern Volunteer Corps program, to provide job training opportunities for adults in transition as volunteers to do targeted graffiti cleanups in the City. This resulted in additional cleanups at chronic properties that are large properties and would not have qualified for free removal. Many of the property owners have provided funds for the paint and each cleanup includes approximately 11-15 volunteers. There have been over 650 individuals that have graduated from the program since the collaboration began with the graffiti program in May of 2009.

The graffiti program also increased focus on training and coordination of volunteers for ongoing graffiti cleanup in Portland. There are several groups committed to regular cleanups. The program continues to train individual groups as they organize around graffiti issues. Additionally, the graffiti program has increased focus on collaboration with other community groups at major community events including National Night Out, the Jade District Night Market, and others.

The program has also increased its partnership with RACC in order to coordinate on the placement of murals at locations that are particularly vulnerable to graffiti vandalism.

Summary of program budget and staffing

The current program budget for FY2015 is approximately \$331,000. This includes:

- ONI personnel expenses for 1.0 FTE Program Specialist and 0.5 FTE Assistant Program Specialist (support shared with CNIC)
- Contracts with Graffiti Removal Services and Portland Graffiti Removal for approximately \$150,000 for graffiti removal services
- Funds for volunteer cleanup supplies.

Please note that in November of 2015, the Portland Police eliminated the Graffiti Investigator position.

Partnerships with other organizations

The program partners with neighbors, neighborhood association representatives, businesses, business associations, Police, ONI Crime Prevention, Bureau of Maintenance, Bureau of Transportation, Parks & Recreation, Bureau of Environmental Services, Oregon Department of Transportation, Tri-Met, Recology, Graffiti Removal Services, Portland Graffiti Removal, Multnomah County Bridges, PGE/Utility companies, Central City Concern, and other regional public safety departments and programs addressing graffiti abatement. The Graffiti Task Force continues to expand participation and partnerships with more local and regional organizations.

ONI Budget Advisory Committee: Program Summary – December 2015

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. In addition, the Program supports the development of businesses that do operate in a safe manner and contribute to the vitality of Portland Communities.

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 Bureau of Development Services, Portland Bureau of Transportation, 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;
- Responds to complaints and concerns from the community, Police and other partners regarding problems associated with licensed businesses with the appropriate level of problem solving.
- 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
- Evaluates Portland Bureau of transportation Street Closure Permits with Alcohol in the Right of Way to ensure the likelihood of negative impact is minimized;
- 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, alcohol related policy matters and testimony preparation for OLCC hearings or for the Legislative Process;
- 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.
- Represents the City and Neighborhoods in OLCC workgroups and administrative hearings.

Major activities and accomplishments during current budget cycle (ending June 30, 2015). Include Summary of what changed as a result of FY2015 budget changes.

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 2015, the program processed:

- 421 New Liquor License Applications
- 1528 Temporary liquor applications
- Approximately 3341 Renewal liquor applications
- Preventative Meeting/Training of Licensees – 117

The program also continued to refocus efforts on problem solving with locations identified as generating nuisance activities. The program received approximately 561 complaints regarding liquor licensed premises. This resulted in a total of 86 problem locations being reviewed by the Liquor License Team, with 16 locations receiving violation and enforcement through the City's Time, Place, Manner (TPM), 57 locations receiving warning letters, and 41 locations addressed through informal means such as control plans, partnership agreements or good neighbor agreements to address the concerns. In 2011, the program coordinated a change to the City TPM code to improve the effectiveness of our problem solving. The changes allow the City to address serious problems earlier (1 serious incident results in enforcement action) as well as persistent problems that were a challenge previously (3 nuisances in 60 days).

The Program is also working with Multnomah Counties Big Village (to positively address norms and structures that contribute to binge drinking in the age group between 18-26. ONI Liquor Licensing is an ongoing partner in the institution of the first annual Bar Academy, the 2nd of which occurred in October of 2015. The Bar Academy is an educational program for bar owners, management, and staff on best practices of alcohol service utilized across the nation. ONI is also engaged with the Responsible Hospitality Network (RHI) in an effort to collaborate with Cities across the nation on strategies for the positive development of Districts of Entertainment with a focus on Public Safety.

Summary of program budget and staffing

The current program budget is approximately \$173,781. This is primarily personnel expenses for 1.0 FTE Program Coordinator, and 0.6 FTE Office Support Specialist II (Admin support shared with Noise) with materials and services for rent, technology, and to support mailings and related supplies. The program intended to share a .5 FTE Assistant Program Specialist with Noise Control but the competing workloads have not allowed for the necessary support

through that position. The program consistently hire's seasonal staff to help with administrative processing. In the 2015 Fall Bump, the program was assigned an additional .5 FTE to address increasing workloads, which is currently being filled. The funding for this program is through program revenues collected, though costs are increasing at a faster rate than the revenues and require some General Fund. The program collects the maximum fee allowed by law for processing applications and these funds are used for program expenses.

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 State Lottery, Oregon Partnership, local legislative representatives, League of Oregon Cities and other jurisdiction and agencies that are interested/engaged in liquor related issues.

ONI Budget Advisory Committee: Program Summary

December 2015

Organization / Program title

Office of Neighborhood Involvement, Noise Control Program, 503-823-7350

Briefly describe the program funded with city dollars

The City of Portland/Office of Neighborhood Involvement Noise Control Program works to improve neighborhood livability by enforcing noise regulations and issuing variances for events and activities that cause more noise than normally allowed. The program works to ensure that the livability of Portland communities is maintained.

The Noise Control Office works within the Office of Neighborhood Involvement's Livability Center to encourage communication and problem-solving. When necessary, enforcement actions are taken under the City of Portland's Noise Code (Title 18). Title 18 covers types of noise such as construction, stereos, HVAC and other equipment, bands, events, amplified sound, auto repair, and leaf blowers. Enforcement actions include warnings, violation notices, and citations of up to \$5000.

The program also staffs/supports the citizen Noise Review Board, established to review complex requests for noise variances and establish the policy direction for the City in addressing emerging noise problems in Portland. It is a five person board comprised of three community members, one person from the construction industry and a professional working in the field of acoustics.

The Noise Office administers applications for temporary variances, if noise standards will be exceeded for construction or special events, and are deemed necessary for the good of Portland Communities. The fees cover some of the expense of the program, and depend upon the type and duration of activity.

The Noise Control Officer and Program Assistant routinely operate as experts for all City and State elected officials offices, City attorneys, and all City bureaus on City affairs regarding noise and compliance with City, State and Federal noise standards.

Major activities and accomplishments during past budget cycle (ending June 30, 2015).

In FY2014-2015, the program processed 618 noise variances, responded calls and processed 930 online complaints, all of which led to 704 formal complaints being opened, leading to 42 citations. The program was transferred from the Bureau of Development Services (BDS) to ONI as of September 2013. In FY15, the following was achieved.

- Improved customer service by increasing the number of calls answered live.
- Doubled the number of noise citations issued in this year over last, to address chronic noise problems.
- Continued to problem-solve around health and livability to best serve our partners in Crime Prevention and Liquor.

- Partnered with community members and other bureaus to change Title 18 to reflect the concerns raised by the community regarding pile driving and other construction activity within dense urban areas. This work is ongoing and included work on a short term Task Force for Commissioner Fritz's Office.
- Engaged Bureau of Planning and Sustainability in their mixed-use zones effort to ensure that citizen concerns regarding outdoor patios and late night noise are being addressed.

Summary of program budget and staffing

The current program budget is approximately \$454,386. Of that, the operating budget is \$397,644, with \$56,742 of that money related to noise reserves. The reserves are intended to provide funding when variance revenues decrease but the overall program workload doesn't change. Budget dollars are primarily personnel expenses for 1.0 FTE Noise Control Officer, 1.0 FTE Code Specialist II (noise inspector), .5 FTE Assistant Program Specialist and 0.5 FTE Office Support Specialist II (Admin support shared with Liquor) with materials and services for rent, vehicles, technology, and to support mailings and related supplies.

The funding for this program includes general fund and program revenues collected. The program collects fees for processing variances and citations, and these funds are used for program expenses.

Partnerships with other organizations

The program partners with neighbors, neighborhood association representatives, community organizations, businesses, Noise Review Board, Liquor Licensing Program, ONI Crime Prevention, Police and Neighborhood Response Team Officers, Port of Portland Noise Management Program and other jurisdiction and agencies that are interested/engaged in noise related issues.