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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, October 28, 2003
8:30 AM to 10:00 AM, Lovejoy Room, Portland City Hall

MINUTES AND SUMMARY NOTES

Members Present:

Moshe Lenske, Co-Chair	Woodstock 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
Stanley Lewis	Downtown Community Association
Michael O'Malley	Irvington Community Association
Mark Sieber	Neighbors West/Northwest
Ruth Spetter	City Attorney's Office
William Warren	Central Northeast Neighbors

Absent:

Kathy Bambeck	Bridlemile Neighborhood Association
Patricia Gardner, Co-Chair	Pearl District Neighborhood Association
Jerry Powell	At-Large

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 and they are final.*

Approval of Minutes

- Minutes for the October 14, 2003 meeting were approved with the following changes:
William Warren was not at meeting.

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
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Minutes

- No motions passed.

Summary of Notes for October 28, 2003

- Began discussion on proposal presented by Nancy Chapin, Director of the Alliance of Portland Neighborhood Business Associations (APNBA). Proposal crafted by sub-committee of business association leaders.
- Key issues in discussion included:
 - Should Business District Associations be “acknowledged” or “recognized”?
 - Should they be allowed to charge dues or not when neighborhood associations can not.
 - Does APNBA or ONI officially “acknowledge” or “recognize” the associations?
 - Should BDA’s have to abide by open meetings rules? Be open to public?
 - Should BDA’s receive money from the City? A suggestion is that if money is for economic development efforts that’s ok. If its for support services like neighborhood coalitions provide that may be problematic.

Business District Associations

Issues brought up:

- Need to spell out acronyms and also put acronyms in parenthesis after name of organizations.
- Need to correct Roman numeral ordering.

Definitions (to go in front of document)

- Majority of business associations preferred Business District Associations (BDA) over Neighborhood Business Association as a general term to call themselves.
- Brian updated committee on Commissioner Francesconi's Small Business Advisory Council and their work.
- Add acronyms (BDA) and (RBDA) to definition section.
- Clarify if BDA’s are to be “acknowledged” or “recognized”. Language is not consistent.
- Need to address role of recognition by ONI. Can ONI de-recognize a BDA or just the Alliance.
- Need to clarify if references throughout the text should apply to BDA’s or “RBDA’s” – recognized business district associations.

Section A: Basic Requirements

- Business associations would need to be in good standing with APNBA in addition to good standing with ONI. Having BDA's being in good standing with APNBA makes APNBA much like a coalition.
- Paragraph needs work with grammar.
- Question about whether a BDA can become “acknowledged” without a request from APNBA to ONI?

Subsection A. 1: Boundaries

- Should clarify whether there can be overlapping boundaries between BDA’s, neighborhood associations and neighborhood coalitions.

Subsection A. 4: Dues

- ❑ Discussion about whether or not dues should be voluntary or mandatory if the City recognized business associations. Allowing dues would be a fundamental change. Would that be equitable for the City to fund business associations and let them charge dues while neighborhood associations are not allowed to charge dues.
- ❑ Concern about whether or not the public and/or people who do not pay dues would have the right to attend meetings.

Subsection A. 5: Bylaws

- ❑ Discussion about whether or not BDA's should be held accountable to open meetings rules. Currently they are not required to meet that standard.
- ❑ Need to clarify "which meet the above criteria". What does that refer to?

Subsection A. 7: Meeting Requirements

- ❑ Suggestion to delete and incorporate into A. 5.

Section B: Affiliations

- ❑ How would the relationship of business association representatives on neighborhood coalition boards change. Currently many BDA's do have positions on Neighborhood Coalition boards of directors.
- ❑ Need to clarify references to encouraged participation in neighborhood committees because that is not referenced anywhere else.
- ❑ Should references be to "Recognized BDA's" or "BDA's"? Proposal seems to say we don't regulate non-recognized "BDA's".
- ❑ Suggestion that perhaps #1 and #2 should be merged. Don't understand difference.

Section C: Acknowledgement

- ❑ Concern that title does not clearly state purpose of section. Should the word "acknowledgement" be "acknowledged"? Should we say "Recognized BDA" or "Acknowledged BDA"?
- ❑ Discussion on benefits of being "Acknowledged" vs. "Recognized". The ability to have free appeals was an important benefit of being "recognized". Proposal says "Acknowledged" which would be inconsistent with some of the requirements with neighborhoods that are "recognized".
- ❑ C.#2 Need clarification what does "It's NA's" mean? Sounds like the BDA's own the neighborhood associations.
- ❑ Issue raised about C.#5 that BDA's be allowed all rights and benefits accorded to neighborhood associations. Suggestion to maybe take it out. Nancy not opposed.
- ❑ Concern raised that BDA's should be held accountable to similar requirements to neighborhood associations.
- ❑ Comment that it would be ok for business associations to receive money if its for economic development and have closed meetings. But if they are focused on public policy debate then we should expect the meetings to be open.
- ❑ Need more research and clarification on provision of insurance. What if its not possible? What is expected?

Differences between business associations and neighborhood associations

- What is same and different between neighborhood associations and business associations? Similarity should be between engagement with policy development. Difference is business associations are focused on business development.
- Concern that economic development funds should not be channeled through ONI. That should be a PDC role. ONI's role needs to be focused on leadership development and support functions.

Motions:

Motions by Mark which were not acted on:

- Strike #5 re: business associations accorded rights and benefits similar to neighborhood associations.
- Have a glossary of terms.
- Rewrite the role of APNBA, that BDA's need to be in good standing with APNBA.
- Incorporate Ruth's comments which she provided to Brian. They have been incorporated into minutes above.

To Do:

- Create a summary for GREAT for the Summit. What we are thinking and why we are moving changes forward. Outline key changes or issues. Summary compares what they said in past to new language.
- Identify who will speak for GREAT process at Neighborhood Summit.
- Identify GREAT members who will be attending the summit.
- Need to follow up on whether or not ONI should be listing the south Macadam group that is a group of only 3 businesses.

The committee has approved these summary notes and they 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

Wednesday, November 12, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4th Avenue

Tuesday, November 25, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4th Avenue

Tuesday, December 9, 2003

8:30 AM - 10:30 AM

City Hall, Lovejoy Room, 1221 SW 4th Avenue

Prepared by: Brian Hoop, Office of Neighborhood Involvement