



OFFICE OF
**Community
& Civic Life**

Promote the common good

Bureau Advisory Committee Meeting



VIRTUAL ZOOM MEETING



Wednesday, 1/24/24



6:00 – 7:30pm

2023-2024 Civic Life Bureau Advisory Committee (BAC) members present:

José Gómez, Manijeh Mehrnoosh, Nanci Champlin, Christina Weinholz, Mary Jaron Kelley, Francis Kham

Not present: Tracy Zhen, Shana Koalska, Sarah Crisp, Kimberléa Ruffu

Other attendees: Mourad Ratbi, Juliette Muracchioli, Sandra Lefrancois, Darlene Urban Garrett, Jona Davis, Maria Layne

1. Welcome/intros –all present introduced themselves.
2. Reviewed meeting agenda.
3. There was a request to ask questions after the presentation as public comment. The request was granted.
4. Announced resolution from Mayor Ted Wheeler’s release regarding the move of the Office of Community & Civic Life and the Office of Equity and Human Rights to his portfolio as part of the alignment of bureaus into service areas. The offices had been under Commissioner Dan Ryan’s portfolio since the beginning of 2023.
5. A presentation was given by Mourad providing an overview of the two budget memos. The second memo included a 5% constraint across most bureaus. The service area requested budget submission process, new voting district boundaries, and the funding allocations for four District Coalition Offices (DCOs) were presented as of Jan. 24th, 2024 here: <https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:d652f1fc-0d20-33bc-9475-49aa2cb8f54b>
6. Impacts to Civic Life’s budget development with a 5% reduction were defined. Most of the discussion was centered around the funding allocation model for the non-profit District Coalition Offices (DCOs) that would serve the four voting districts. The City-run neighborhood program positions are to provide support for each of the four districts. A competitive RFP process for establishing four district offices is to be conducted in 2026. Concerns were voiced mostly from DCO leaders present, involving the limitations of the requested DCO model



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budget for FY 24-25. While some expressed having to serve more neighborhoods under this model, the office serving District 3 on the map estimated receiving 30% less funding. More clarity was provided by Civic Life on how the allocation was calculated based on the new district boundaries population count and that the numbers shown include the small grants allocation, as well as transferring City-run small grants to the four DCO non-profits. These numbers also include the overall 5% constraint as directed in the last Citywide budget memo. It was mentioned that there are no areas Civic Life can pull from in the current budget to augment the funding for DCOs in the new model. Thus, it was advised to look at other or new sources of funding. DCO leaders present at the BAC started to brainstorm advocacy channels. Mourad recommended to review this City link for financial context of our budget service area as it includes FY 23-24 budgets for the Office of Equity and Government Relations: [FY 2023-24 Adopted Budget Dashboard | Tableau Public](#).

7. The FY 23-24 Requested Budget document was briefly reviewed as an example that is also downloaded to our BAC Resources page on the Civic Life website. Concerns around having enough time to review the actual requested budget before the bureau's first deadline a week prior to the February 16th submission were discussed. Considering the transition and working with other offices within our service area requires all of us to adapt to this timeline. Presenting a requested budget outline to BAC members at next week's meeting is the best we can do in this is dynamic process. Here is a link to opportunities to weigh in on the district model: [District Coalition Office Model Updates | Portland.gov](#). Also, you can access the City's budget process FY 24-25 calendar here: [New To Do \(portland.gov\)](#). Beginning Feb. 1, each service area will participate in a work session with our City Council, presenting high-level challenges and potential constraints for discussion. Here is the calendar of [upcoming Council work sessions](#), some are already rescheduled. On Feb. 16, requested budgets for each service area are due. By May 5, Mayor Wheeler will release a proposed budget for Council consideration.
8. The agenda for the January 31st BAC meeting will be defined based upon any new updates from Mourad. We will not be meeting in February due to the budget timeline constraint for the bureau. We should not expect changes to the requested budget as of next week.
9. Adjourned @7:45pm



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