



City of
PORTLAND, OREGON

Development Review Advisory Committee

**Development Review Advisory Committee
MINUTES
Thursday, March 13th, 2008**

Attendees:

DRAC Members Present:

Simon Tomkinson	Greg Theisen
Alan Beard	Bonny McKnight
Michele Rudd	Steve Heiteen
Kathi Futornik	Goudarz Eghtedari
Tom Skaar	

Guests

Corey Mullen, Schnitzer Steel

City Staff Present:

Paul Scarlett, BDS	Anne Hill, BDS
Andy Peterson, BDS	Rebecca Esau, BDS
Ross Caron, BDS	Kurt Krueger, PDOT
Ross Turkus, BDS	Tom Carter, BDS
Cindy Dietz, Water	Denise Kleim, BDS
Christine Leon, PDOT	Alisa Cour, BDS
Nora Mullane, BDS	Eric Engstrom, Planning
David Schaff, Water	Kassandra Griffin, Parks
Sue Williams, BES	David Hasson, Water
Bill Ryan, BES	Chris Weir, PDOT
Lori Graham, BDS	Jim Nicks, BDS

DRAC Members Absent:

Don Geddes	Peter Finley Fry
Rick Michaelson	Dennis Wilde
Jeff Perala	Charlie Grist

Handouts

2/14/08 DRAC Minutes
Inter Bureau Code Change Project List
PDOT Community Open House North Macadam Strategy/SDC Notice
DRAC 2008 Draft Workplan
Water Bureau Budget packet
PDOT Budget packet

Convene Meeting

Chair Simon Tomkinson convened the meeting and asked if anyone had any changes to the February meeting minutes. BDS Administrative Services Division manager Denise Kleim noted that there was an addition added to the minutes regarding the question asked by Susan Steward about a figure in the BDS budget at the February DRAC meeting. The DRAC members approved the minutes; Goudarz Eghtedari and Tom Skaar abstained since they were absent at the February meeting.

Director's Report

Budget Update

Denise Kleim updated DRAC on the budget process. Commissioners Sten and Adams were the Council team assigned to meet with BDS staff to review the budget. They were supportive of the budget except for the general fund request to return the Neighborhood Inspections program (NIT) to full funding which was a \$715 general fund request. BDS staff had developed three options for funding if the request was denied: (1) phase in the overhead expenses; (2) look at Land Use Services general fund and take that to fund NIT and then raise LUS fees; (3) reduce the reserve goals from 20% to 10%. Tom Skaar asked what the NIT program does. DRAC member Bonny McKnight clarified that the funds were necessary to provide the necessary services central to the NIT program. DRAC member Tom Skaar noted that he was not in favor of the three potential solutions proposed by staff. He believes that the City Council should fund the program to run effectively out of general funds. DRAC Chair Simon Tomkinson noted that it was counter intuitive to have the NIT program funded largely by fees. DRAC member Bonny McKnight agreed that the NIT program was a general fund obligation. Bonny McKnight motioned that the DRAC write a letter in support of the City Council fully funding the NIT program budget note. Tom Skaar seconded the motion. The DRAC was in favor. Tom Skaar added that the DRAC should testify in favor of funding the NIT program.

BDS Communication Plan

Public Outreach/Public Information Services Manager Alisa Cour noted that the DRAC Communication Subcommittee met and reviewed DRAC member Peter Finley Fry's communications framework. He asked Alisa to add his framework to the Draft BDS Communications plan that would be reviewed by the subcommittee and then by the DRAC members via email. Alisa Cour invited DRAC members to participate in the subcommittee as the plan is developed over the next several months.

Local Building Code Amendment

BDS Director Paul Scarlett updated the DRAC on the formation of the Local Building Code Amendment Technical Advisory Group (TAG). DRAC members Alan Beard, Goudarz Eghtedari, Dennis Wilde, Tom Skaar, and Steve Heiteen have agreed to participate as TAG members. BDS staff Lori Graham graham@ci.portland.or.us will be staffing the Local Amendment process which is meeting twice a month beginning Monday, March 17, 2008.

DRAC Workplan Review and Updates

DRAC Chair Simon Tomkinson invited the DRAC members to review the DRAC 2008 draft Workplan in their meeting packet and to forward their comments to the staff. Tom Skaar supported the formation of the DRAC SDC subcommittee noting the passing of the Parks Bureau SDC increase by the City Council on March 12 of a Parks SDC increase from approximately \$3,000 to \$7,000 for new homes. He noted that there appears to be a disconnect of understanding the cumulative effect of the SDCs and the understanding that they are passed from the developer or homebuilder onto the homebuyer. Simon Tomkinson asked DRAC members to review the Inter Bureau Code Change project list and invited the DRAC if they had any questions relating to the projects to contact the staff associated with the items.

Water Bureau Budget

Water Bureau Director David Schaff and staff David Hasson distributed and reviewed the Water Bureau budget packet. DRAC member Greg Theisen asked how the 8.1% rate was trending in terms of the last 10 years and rate increase. David Schaff noted that the increase is the highest in 10 years.

DRAC member Bonny McKnight asked if there were hidden costs regarding light rail and other large projects. David Hasson replied that with moving the light rail meant moving water lines and that the Water Bureau is reimbursed based on a formula that is a partial reimbursement. The remaining dollars are either paid by deferring some projects and/or increasing rates. He added that another example would be the maintenance of the downtown fountains. DRAC member Tom Skaar asked if the SDCs were indexed to inflation. David Hasson replied that the SDCs were updated based on an asset cost. DRAC member Greg Theisen asked how the Water Bureau planned to communicate the 11.3% rate increase for large commercial rate payers? DRAC Chair noted that there was no allocation of funds in the budget document for communication. Is there a communication team at the Water Bureau with a plan for communicating these increases? Water Director David Schaff explained that the Public Utilities review Board (PURB) worked with the Water Bureau on the rate increases.

Transportation Bureau (PDOT) Budget

PDOT Development Services Manager Christine Leon distributed and reviewed the PDOT budget packet. She introduced Chris Weir as the new Public Works Permitting Manager. Simon Tomkinson asked for clarification regarding services being provided by PDOT that were not fully funded. Christine Leon explained that in the Development Review Division the programs operate at largely cost recovery. DRAC member Greg Theisen asked for clarification about the staffing levels being increased over the last 2 fiscal years. Christine Leon explained that the 3 FTE in the proposed budget are converting limited term positions in to permanent position to continue the improvement with response times and performance goals.

Bureau of Environmental Services (BES) Budget

BES staff Sue Williams and Bill Ryan used a PowerPoint presentation to review the proposed BES budget. DRAC member Bonny McKnight asked where the staff allocation was in the budget for the Stormwater Mgt. Manual update. DRAC member and Stormwater Advisory Committee Chair Kathi Futornik noted that the manual updates are a continuous effort. Bonny McKnight noted that if the updates to the manual were growing, then did the allocation of staff to that project impact the quality and quantity of land use reviews being completed? BES staff Bill Ryan explained that it has been difficult to recruit engineers into City positions. BDS Tom Skaar asked what drives the constant change to the Stormwater manual. Bill Ryan noted that the updates result from being on the cutting edge of stormwater management and changing federal and state regulations. DRAC member Simon Tomkinson commented that the policy issue regarding how to manage the watershed was driving the cost of doing business. He asked if BES would be willing to outline in the budget mandates vs. policy decisions and the costs associated with each. DRAC member Tom Skaar agreed with this request. BES staff Sue Williams agreed to provide the budget documentation.

Parks Bureau Budget As a result of no time, the Parks Bureau budget presentation was moved to the April DRAC meeting.

Comments

DRAC member Goudarz Eghtedari asked what the relevance of the budget presentations were in connection to DRAC's purpose when it comes to the discussions. DRAC member Simon Tomkinson noted that there were dual perspectives that DRAC members bring to the meetings: the first is to look at the development review process and ask the questions such as budget impacts that are relevant and the second is to look at the development review process and ask those questions relevant to the stakeholder group the member is representing. BDS Director Paul Scarlett noted that the DRAC has expanded its' view from only BDS to looking at the other Development Review Bureaus. He added that the DRAC has become proactive vs. reactive on addressing development issues. BES staff Bill Ryan noted that some of the changes at BES have been a direct result of the DRAC goals and priorities. DRAC member Simon Tomkinson suggested adding the DRAC role and scope to the April Agenda.

DRAC Meeting, Thursday March 13th, 2008 7:30-9:00 a.m.
Minutes prepared by Anne Hill—March 19, 2008