



**City of  
Portland, Oregon**  
**Bureau of Development Services**  
FROM CONCEPT TO CONSTRUCTION

Ted Wheeler, Mayor  
Rebecca Esau, Director  
Phone: (503) 823-7300  
Fax: (503) 823-6983  
TTY: (503) 823-6868  
[www.portlandoregon.gov/bds](http://www.portlandoregon.gov/bds)

**BDS Budget Advisory Committee**

**Meeting Agenda**  
**Tuesday, November 13, 2018**  
**12:00 p.m. – 1:30 pm**  
**1900 SW Fourth Ave., 4<sup>th</sup> floor, Room 4A**

<b>1. 12:00 p.m.</b>	<b>Welcome</b> <ul style="list-style-type: none"><li>• Self-Introductions</li></ul>	Rebecca Esau
<b>2. 12:10 p.m.</b>	<b>Mayor Ted Wheeler’s Office</b>	Kyle Chisek
<b>3. 12:20 p.m.</b>	<b>Bureau Overview</b> <ul style="list-style-type: none"><li>• Mission / Vision</li><li>• BDS Director’s Budget Goals</li><li>• Organizational Structure / Key Issues<ul style="list-style-type: none"><li>○ Land Use Services</li><li>○ Plan Review</li><li>○ Permitting Services</li><li>○ Residential Inspections</li><li>○ Commercial Inspections</li><li>○ Property Compliance Inspections</li><li>○ Portland Online Permitting System (POPS)</li><li>○ Business Operations &amp; Finance Services</li></ul></li></ul>	Rebecca Esau BDS Division Managers
<b>4. 12:45 p.m.</b>	<b>Budget Process</b> <ul style="list-style-type: none"><li>• Budget 101</li><li>• Timeline of Events</li><li>• BAC Role / Tasks</li></ul>	Yung Ouyang Elshad Hajiyev
<b>5. 12:55 p.m.</b>	<b>BDS Finances &amp; Financial Planning</b> <ul style="list-style-type: none"><li>• Operating Fund</li><li>• Financial Plan</li><li>• State law</li><li>• Workload &amp; revenue statistics</li><li>• Economic outlook</li></ul>	Kyle O’Brien
<b>6. 1:15 p.m.</b>	<b>Discussion</b>	Committee
<b>7. 1:25 p.m.</b>	<b>Next Meeting (Thurs. Dec. 13)</b>	

**Handouts:**

- |  |   |
|--|---|
| 1. BDS Organizational Chart              | 8. FY 2018-19 BAC Report                      |
| 2. FY 2019-20 Budget Preparation Process | 9. Economic Outlook                           |
| 3. Line Item Budget                      | 10. Revenue Composition                       |
| 4. Explanation of Line Items             |   |
| 5. BudgetSpeak Dictionary                | <u>Optional Materials (available online)</u>  |
| 6. Major Workload Parameters             | • <a href="#">FY 2018-19 Requested Budget</a> |
| 7. Non-Cumulative Cost Recovery Report   | • <a href="#">5-Year Financial Plan</a>       |

# Bureau of Development Services

## FY 2019-20 Budget Advisory Committee (BAC) Roster

Name	Representing	Organization
Paul Delsman	Industry	DRAC
Holly Huntley	Industry	DRAC
Susan Steward	Industry	Building Owners & Managers' Association
John Duran	Represented Staff (DCTU) Business Operations & Finance Services	BDS
Priscilla Partch	Represented Staff (PTE 17) LMC Co-Chair / Permitting Services	BDS
Brianne Pickett	BDS Equity Committee	BDS
Leigh Wheeler	Non-Represented Staff Business Operations & Finance Services	BDS