



**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**  
**Thursday, December 3, 2019**  
**11:30 a.m. – 1:00 pm**  
**2020 SW 4<sup>th</sup> Avenue, Lincoln Room (1<sup>st</sup> Floor)**

<b>1. 11:30 a.m.</b>	<b>Welcome</b> <ul style="list-style-type: none"><li>Review Nov. 14, 2019 Meeting Notes</li></ul>	Rebecca Esau
<b>2. 11:35 a.m.</b>	<b>Budget Preparation Update</b> <ul style="list-style-type: none"><li>BDS Budget Drop-In Sessions</li><li>Current BDS Financial Status</li><li>BDS Financial Advisory Committee</li><li>Economic Outlook</li><li>BDS Revenue Forecasting Process</li></ul>	Elshad Hajiyev, BDS Kyle O'Brien, BDS
<b>3. 12:05 p.m.</b>	<b>BDS Equity Goals / Equity Assessment Tool</b>	Dora Perry, BDS
<b>4. 12:25 p.m.</b>	<b>BDS Budget Focus / Goals Discussion</b> <ul style="list-style-type: none"><li>BDS Director's Budget Goals<ul style="list-style-type: none"><li>Reduce Carbon Emissions</li><li>Commitment to Equity &amp; Inclusion</li><li>Fiscal Sustainability</li><li>Bureau Culture</li><li>Service Delivery Enhancements</li><li>Process Improvement and Coordination Initiatives</li></ul></li></ul>	Rebecca Esau All
<b>5. 12:55 p.m.</b>	<b>Budget Advisory Committee Report</b>	Kyle O'Brien, BDS

### Handouts:

1. Draft 11-14-19 BAC Meeting Notes
2. Major Workload Parameters
3. Non-Cumulative Cost Recovery Report
4. BDS Reserve Summary
5. Business Continuity Plan Summary
6. BDS Financial Advisory Committee Draft Meeting Minutes 11-19-19
7. Economic Outlook
8. Budget Equity Assessment Tool
9. BDS Budget Goals Memo

# Bureau of Development Services

## Fall/Winter 2019-2020 Budget Advisory Committee (BAC) Roster

Name	Representing	Organization
Barbara Alexander	Community	Hacienda CDC
Charles Funches	Community	Portland Community Reinvestment Initiatives
Coya Crespín	Community	Community Alliance of Tenants (CAT)
Kymerly Rose Horner	Community	Portland Community Reinvestment Initiatives
Rachel Loftin	Community	Portland Community Reinvestment Initiatives
Ryan Nieto	Industry	Home Builders Association of Metro Portland
Sean Green	Industry	Development Review Advisory Committee
Susan Steward	Industry	Building Owners & Managers' Association
Connie Jones	Represented Staff (DCTU) Plan Review	Bureau of Development Services
Elizabeth Duncan	Represented Staff (Protec) Land Use Services	Bureau of Development Services
Gabby Bruya	Non-Represented Staff Technology Services	Bureau of Development Services
Nancy Thorington	BDS Equity Committee	Bureau of Development Services