

BPS Budget Advisory Committee FY17-18

Meeting #1

Tuesday, December 8, 2016

**DRAFT for BAC
review**

12/12/2016

Welcome and Introductions

- Joe Zehnder, BPS Chief Planner: BPS is pivoting from big-picture plans to implementation this year. The heart of today is going through our work program.
- Michael Armstrong, BPS Policy and Operations Manager
- Troy Doss, BPS COPPEA rep
- Jonathan Malsin, Beam Development
- Camille Elmore-Trummer, BPS non-represented staff
- Jackie Dingfelder, former State Senator, current PSU PhD candidate
- Heather Hoell, Executive Director of Venture Portland
- NaTasha Gaskin, BPS DCTU rep
- Jane Marie Ford, City Budget Office
- Julie Ocken, BPS
- Catherine Ciarlo, CH2M

Not in attendance today:

- Susan Anderson, BPS Director
- Teresa St Martin, Planning & Sustainability Commission
- Jaimes Valdez, NW SEED

Overview of Budget and BAC Process

Michael gave an [overview presentation](#) including:

- BAC process and outcomes
- Portland trends, challenges and opportunities
- City budget context and direction for 17-18 budget development
- BPS resource trends

BPS Strategic Direction

Joe shared the 2014-16 [BPS Strategic Plan](#) and noted that the bureau will soon start updating this plan, since it set direction through 2016.

Page 7 of the Strategic Plan includes the overview of the big pieces of BPS' work, including the bureau's mission.

Community development work is not as highlighted in the current plan, but BPS anticipates elevating this in the update to the plan.

Pages 10 and 11 include 12 key initiatives for this current plan. Much of it is focused on the big picture plans and will be done by the end of the fiscal year. BPS has made progress on nearly all of the 12 initiatives, but there is still work to do.

Discussion of BPS Programs and Workplan

Michael and Joe walked through the draft [FY17-18 work plan](#). The big bundles of work are listed on the far left, and the next column includes key projects and programs within each bundle. BPS staff teams are listed in the columns to the right, along with the number of FTE.

- Items 1-24 are primarily related to advancing the 2035 Comprehensive Plan.
- Items 25-39 are particularly focused on affordable housing, economic opportunity, and community engagement and empowerment.
 - The Smart Cities program (lines 80-81) is also a community and equity/people strategy. BPS' initial project is a test installation of air quality sensors along Powell that is designed to lead to better community access to information on air quality.
 - Some of the programs in the Resource Efficiency cluster (items 60-68) also serve the larger community engagement function.
- Items 40-54 are actions to implement specific development or process improvements.
- Items 55-59 are BPS regulatory and programmatic functions addressing solid waste policy; Clean Energy 69-75; Climate Action 76-78.

Q&A

Jackie asked about codifying the funding that BDS is currently providing BPS to develop code. Given the amount of code rewriting in the next several years, could the BAC suggest a 50 percent cost share to alleviate some of the uncertainty of each annual budget cycle? For the USPS site, is it possible for PDC to fund assistance with this development?

- Joe clarified that the 5 FTE in the Code Program includes one grant and other funds supported by BDS.
- In 16-17 BDS is funding code development for both RICAP and other projects. BDS On an on-going basis they also fund staff to do a larger code project (e.g. the community design standards for next FY).
- We are talking with PDC about this site in particular.

Troy asked about item 53, the high-performance strategy for the Post Office project.

- This will be funded from sustainability programs to hire a new staff person to focus on integrating sustainability into the development of the site.
- BPS is initiating this, and it was welcomed by PDC.

Catherine: In terms of the big-picture theme, it sounds like we have big planning efforts wrapping up with implementation opportunities in front of us as well as Smart Cities. It does seem like this is an important recognition that any add packages are designed to make the best use of the investments we've made to get us to this point. We need to be able to grab the opportunities and face the challenges. There's more transportation funding and Smart Cities possibilities and pressures now, and BPS is great at helping bring it all together to guide the city's implementation and meet some of our core challenges.

Heather: In code improvement, there is a line for historic review. Last year the historic inventory funding request didn't go through. Is this historic review related?

- Joe clarified that there are specific code issues BPS needs to fix.
- BPS also recognizes that the Historic Resources Inventory is a multi-year project, and we need to build the proposal in this next year.

How does the upcoming change in Council affect this budget?

- The mayor-elect participated in the scoping of the budget guidance.
- By code, the City Economist has to forecast conservatively. The December forecast is coming soon.

- The narrative of the work that BPS does and how it weaves into the larger fabric of the city is important. The cross-bureau collective work is very important.

Jackie:

- For the next meeting, can we review the overall bureau structure and how many types of positions are within each program?
- Does BPS have a specific transition plan for staff who may be nearing retirement? Not just for the next year, but maybe up to 5 years out?

Next Steps

The second BAC meeting will be on Friday, December 16, at 8:30 am.

Possible topics for discussion:

- BPS may be ready to identify potential add package requests. But we won't be prepared to discuss specific possible cuts until January.
- We'll also review work plan priorities from an equity perspective.
- We want to begin to capture the BAC's views on how BPS' work address the Citywide priority to address affordable housing.