

LONG RANGE PLANNING

(3.5 FTE General Fund (GF), Overhead (OH))

Fiscal Year		
17-18	18-19	19-20

Complete and maintain Portland Plan, 2035 Comprehensive Plan and Central City 2035 Plan

Teams: Comp Plan, Code, Central City, Policy & Research

Obtain State acknowledgement of Comp Plan.			
Complete Code Reconciliation Project and Map Refinement Project re: new Comp Plan			
Develop method to evaluate future Comp Plan and zoning code changes: 1. equity, 2. carbon impacts, 3. displacement, 4. access to opportunity			
Organize and staff Community Involvement Committee.			
Review and update the Portland Plan racial equity-related actions			
Adopt Central City 2035 Plan			
Obtain State acknowledgement of CC2035 Plan			

HEALTHY CONNECTED CITY

(19.5 FTE GF, Grant, OH)

Grow Vibrant Successful Centers and Corridors

Teams: Comp Plan, Code, Central City

Develop model for creating strategic action plans for specific centers			
Prepare strategic action plans for specific centers			
Support/track High Capacity Transit planning and development <ul style="list-style-type: none"> Support SW Corridor HCT project planning, design and funding Lead SW Corridor Equitable Housing Strategy Track Division Transit Projects Support strategic planning for next streetcar line 			
Revisions to Macadam Plan District - in conjunction w/ River Plan - South Reach			
Work on CC2035 actions and City Council directives			
Update Central City Fundamental Design Guidelines			
Continue Green Loop and Central City in Motion planning			
Develop/review CC Master Plans: Broadway Corridor, OMSI, Clinton, South Waterfront, River Place			

Support Complete Neighborhoods

Teams: District Liaisons, Comp and Strategic Planning

Undertake community identified projects (District Planners)			
Undertake community-driven equitable development planning in East Portland			
Undertake pre-development master plan for Rossi Farms site (METRO funded)			
Apply institutional zoning to high schools			

Protect Natural Resources and Balance Willamette River Uses

Teams: Environmental Planning, Policy & Research, Code

Complete River Plan / South Reach			
Restart River Plan / North Reach			
Implement FEMA BiOP directives — code, map, flood plain regulations			
Update E-Zones map based on new Comp Plan NRI (including Columbia Corridor)			
Begin E-Zone code improvement program (periodic code amendment packages)			

HOUSING & ECONOMY

(7 FTE GF, Grant, Intergovernmental Agreements)

Increase Housing Options for All Portlanders

Teams: Policy & Research, Code, Comp Plan, District Liaisons

Complete Better Housing by Design (multi-dwelling code update)			
Complete Residential Infill Project (single-dwelling zoning code changes)			
Promote development of new housing types choices and options			
• Affordable Housing on religious institution sites (Metro funded)			
• Informal housing			
• Accessibility			
• ADUs			
Create regulations to preserve manufactured home park housing			
Allow middle housing through zoning update in inner-ring neighborhoods			

Create an Equitable and Low-Carbon Economy

Teams: Policy & Research

Develop program to provide affordable commercial business space			
Explore creating economic mobility/middle wage job strategy			
Implement brownfield tax exemption program			
Evaluate industrial development performance (includes Central City industrial office)			
Evaluate barriers to non-conforming development upgrades: building codes and utilities			

CODE PROGRAM

(8 FTE Land Use Fees)

Preserve Portland's Historic Resources

Teams: Code, Historic Resources

Historic Resources Code Improvement Project			
Start phased update of Historic Resources Inventory database and mapping.			
Update Community Design Standards for Conservation Landmarks and Districts.			
Develop fundamental guidelines for residential historic districts, including South Portland Historic District guideline update.			

Improve Code Issues Throughout the City

Teams: Code, Urban Design Studio

Design Overlay Zone Assessment (DOZA) Process			
Design Overlay Zone Assessment (DOZA) Tools: - Objective Design Standards - Discretionary Design Guidelines for Neighborhoods			
RICAP 9 (FY18-19)			
RICAP 10 (FY19-20)			
Code Clean-up re: new Comp Plan			
Bike Parking (with PBOT)			
RF facilities			
EV Charging facilities			
Self-service storage			
Public parks conditional use permits			
Trails code			

COMMUNITY ENGAGEMENT AND ACTION

(7 FTE GF, OH)

Community Engagement Practices

Teams: District Liaisons, Climate, Comp Plan, BPS Community Engagement Group

Undertake program of improvements to BPS community engagement practice			
Improve public access to legislative processes — records, testimony management			
Update Neighborhood Contact requirements in the zoning code and decision-making processes.			

Build and Invest in Community Capacity

Teams: District Liaisons, Climate, Comp Plan, Residential Outreach & Involvement

Provide community trainings on influencing plans and development			
Work with communities to identify, prioritize and undertake projects			
Support the work and meetings of the PSC. Improve the transparency of and access to decision making processes. Develop recommendations and relay outcomes to City Council and the public.			
Co-create projects with community-based organizations that build capacity and advance climate justice work			

Sustainable Communities (5.5 FTE, Solid Waste Management Fund (SWMF), GF, Grants and Sponsorships)

Teams: Green Building, Residential Outreach and Involvement, Multifamily and Solid Waste Policy

Foster relationships with agencies and community groups to hold three Fix-it Fairs annual which provide underserved and vulnerable communities with expert information, hands-on demonstrations and “how-to” workshops.			
Engage all Portlanders with the Cart Smart campaign, especially larger families, new residents, renters and residents with Limited English Proficiency to ensure equitable access to curbside collection information and services.			
Promote partners, community organizations and small businesses through the Resourceful PDX campaign to reuse products, fix and share durable goods, and buy smart.			
Connect under-served communities to the Climate Action Now campaign and highlight healthy connected community actions and investments through Bright Spot.			
Improve multifamily residents access to quality garbage and recycling collection through policy, services and resources, especially to underserved populations.			
Implement the Master Recycler volunteer program and increase participation by Spanish speakers and youth.			
Promote healthy low carbon food choices, prevent wasted food and the composting of food scraps.			
Provide assistance and loaner recycling and composting equipment to events held throughout the city.			
Ensure deconstruction and salvage of the city’s oldest and most historic houses and duplexes. Work with construction materials reuse industry to build demand for salvaged materials and promote workforce development opportunities.			

Promote Sustainable Workplace Best Practices (6.75 FTE SWMF and Grants and Sponsorships)

Teams: Sustainability at Work, Sustainable City Government and Multifamily, Solid Waste Policy

Help business adopt sustainable workplace practices through recognition and the design and delivery of community outreach, program services and resources.			
Develop services and support tools for entrepreneurs of color.			
Promote food waste prevention and increasing edible food rescue.			
Support food scrap collection at grocery stores, restaurants, institutions and schools, and other food related businesses (More than 1,000 companies to date.).			
Provide high quality business garbage, recycling and composting information and services.			
Work with property owners to ensure tenants have access to quality garbage, food scraps and recycling collection.			
Support City bureaus in pursuing cost-effective energy efficiency, renewable energy, waste prevention and recycling opportunities.			
Engage City employees in creating a culture of sustainability.			

GARBAGE, RECYCLING AND COMPOST

(10 FTE SWMF and Grants)

Deliver affordable, high-performing garbage, compost and recycling collection services

Teams: Solid Waste Policy and Operations

Manage the solid waste, recycling and composting collection system for residents and businesses, including franchises with residential haulers and permits for commercial haulers, and collection containers for commercial businesses. Focus on developing policies that ensure high quality collection services are available to multifamily residents.			
Launch food scrap collection requirements for large food businesses like grocery stores, institutional kitchens and restaurants.			
Develop local policy and administrative rules, and represent the City in policy discussions with DEQ, Metro and other agencies.			
Evaluate program success providing quality collection service, reducing waste overall and increasing recovery rates. Develop a waste utility plan.			
Conduct annual residential rate review, manage franchise sales and transfers, respond to hotline calls, and facilitate complaint resolution.			
Provide additional public trash can services, especially in under-served business districts, and assist recycling depots in providing services.			
Renegotiate Residential franchise, investigate opportunities to increase the number of people of color and women workers in franchised operations, and look for ways to diversify ownership of franchised hauling operations.			

CLIMATE ACTION

(4.5 FTE GF, Grants)

Reduce carbon emissions and ensure the benefits of the City’s climate actions reach communities of color and low-income populations.

Teams: Climate, Energy, Data Analysis

Implement, monitor and report to Council on the 2015 Climate Action Plan and begin development of 2020 Climate Action Plan update.			
Advance policies, programs and investments as part of the Climate Change Preparation Strategy.			
Implement the Electric Vehicle strategy and investigate opportunities and land use implications of autonomous vehicles.			
Finalize and deploy the Climate Action Plan Equity Implementation Guide.			
Develop climate equity metrics that help inform if climate actions are resulting in more equitable outcomes.			
Develop Portland’s Sustainable Production and Consumption Strategy, and update the consumption-based emissions inventory for Multnomah County.			

ENERGY EFFICIENCY AND RENEWABLE ENERGY

(11 FTE GF, Grants)

Transition to 100% citywide renewable energy. Reduce energy use in all buildings.

Teams: Energy, Green Building and Development

Implement 100% renewables resolution, focusing on an equitable and just transition. Support community-based organizations in pursuit of locally-owned clean energy assets.			
Implement and evaluate Home Energy Score program.			
Develop local solar policies and programs, especially focused on community solar opportunities.			
Promote resilient power projects at a neighborhood-scale (solar PV with battery storage).			
Engage in electric and natural gas utility policy discussions and OPUC proceedings.			
Engage in clean energy policy discussions at the Legislature.			
Implement the Commercial Energy Benchmarking program for all commercial buildings over 20,000 sq. ft.			
Implement and/or monitor the high-performance/green building policy for City facilities, the Portland Housing Bureau, and Prosper Portland.			
Collaborate with multiple partners to advocate for statewide energy codes that achieve net zero energy use by 2030			
Work with large-site developments to implement measures that reduce energy and water use, improve resiliency measures and promote the health of occupants and visitors.			

SMART CITIES

(2.5 FTE GF)

Coordinate Smart Cities program to leverage open data and advance equity

Teams: Smart Cities, Tech Services

Lead Portland Smart Cities program, including program design, public engagement and communications. Coordinate and collaborate across the City and with partners on Smart City initiatives, including systems for data management and analytics, sensor deployments, supporting autonomous vehicle pilots and policy development, etc.			
Design and implement the Open Data Program.			
Develop and implement a Regional Smart Cities Action Plan in partnership with PSU, Metro, TriMet, and ODOT. Develop and refine innovative public engagement tools such as the Map App and the Testimony Reader.			

INTERNAL SERVICES

(7.5 FTE GF, OH)

Internal Direction Setting and Management

Teams: Leadership, Management Teams, Planning and Sustainability Commission

LT: Provide overall coordination and management of the bureau. Implement BPS Strategic Plan. Oversee BPS workplan and staffing decisions. Develop and approve final budgets. Champion BPS equity work.			
MT: Enhance bureau communication at all levels. Establish and reinforce management best practices and peer learning. Oversee workplan implementation and employee's performance. Review and inform bureau policies and processes. Institutionalize and support BPS equity work.			

Equity and Workplace Excellence

Teams: Equity Program, Workplace Excellence, People Services & Operations

Implement Racial Equity Roadmap. Facilitate Racial Identity caucuses. Build policy and project leadership for equity analysis and implementation. Support EEO, Affirmative Action and Title VI implementation.			
Create new-employee on-boarding process. Improve retention and succession planning. Improve and support annual evaluation and 360 process.			
Program all-staff meetings. Implement values in Strategic Plan.			
Program community building activities including passport, employee events, and multiple employee communications channels.			
Administer Gallup employee engagement survey and do analysis. Cultivate and manage staff development and training resources.			
Care for safe, sustainable, collaborative and high-functioning work space. Plan and coordinate move to Jasmine Block Building.			

Mapping, Data Analysis and Technical Support

Teams: GIS, data analysis, IT

Support planning, sustainability and smart cities programs with data, maps and IT support.			
Enhance equity outreach with demographic GIS data to target underserved communities.			

Media, Marketing and Public Information

Teams: Communications, Graphic Designers, Web Team

Support planning, sustainability, solid waste and Smart Cities programs with public engagement and educational materials including online content, print collateral and e-newsletters.			
Enhance culturally competent outreach with clear and simple storytelling, photography and translations.			
Work with local and national media to share opportunities and outcomes of the bureau's and partners' work.			
Support planning, sustainability, solid waste and smart cities programs with well-designed materials including online content, print collateral and interactive engagement tools.			

Create a High-Functioning Workplace

Teams: Admin, Customer Service

Provide reception, logistic and office support to bureau staff, including administrative tasks and archiving.			
Provide regular maintenance of office space, equipment and supplies.			

Manage Budget and Payroll

Teams: Finance, HR

Budget and procurement.			
Council ordinances and resolution filings.			
Grants, contracts, and Intergovernmental and Interagency Agreements.			
HR Operations and support.			
Timekeeping and payroll.			