

City of Portland Bureau of

Planning and Sustainability

Sam Adams, Mayor Susan Anderson, Director

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MEMO

October 4, 2010

To:

Financial Planning Division, OMF

Mayor Adams Comm. Fritz Comm. Fish

Comm. Leonard Comm. Saltzman

City Auditor Griffin-Valade

From:

Susan Anderson, Director WH M Bureau of Planning and Sustainability - Initial Amstrong for Susan Antason

Subject: Fall BuMP – Bureau of Planning and Sustainability

With this cover memo I am conveying materials that comprise our submittal for the Fall BuMP FY 2010-11 for the Bureau of Planning and Sustainability and the Solid Waste Management Fund.

Thank you.

Bureau of Planning and Sustainability

PERIOD Fall BuMP

FISCAL YEAR FY 2010-11

PN_001 - CDC Communities to Work

Recode to appropriate functional area and fund center for the CDC Communities to Work grant.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

PN 002 - State Historic Preservation Grant 2010

Request grants carryover and recode to appropriate fund center/functional area for the State Historic Preservation Grant 2010.

Dollar Amount: \$15,427

Type: Carryover Request

Resources: Grants

PN_003 - Oregon DLCD Periodic Review 2009-2011

True up grants carryover and recode to appropriate fund center/functional area.

Dollar Amount: (\$1,326)

Type: Carryover Request

Resources: Grants

PN_004 - West Hayden Island IGA

Increase budget appropriation by \$70,000 from \$322,000 to \$392,000 and recode to appropriate fund center/functional area.

Dollar Amount: \$70,000

Type: New Request
Resources: New Revenues

PN_005 - University of Portland River IGA

Recode \$5,000 IGA from University of Portland to support River Plan.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

Bureau of Planning and Sustainability

PERIOD Fall BuMP

FISCAL YEAR FY 2010-11

PN_006 - Outer Power IA w/ PBOT

Appropriate \$16,310 in interagency agreement with PBOT for the Outer Power Project.

Dollar Amount: \$16,310

Type: New Request

Resources: New Revenues

PN_007 - Healthy Kids IGA w/ OPHI

Recode to appropriate fund center/functional area for the Healthy Kids IGA w/ Oregon Public Healthy Institution.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

PN_008 - Airport Future

Recode Airport Future IGA to appropriate fund center/functional area.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

PN_009 - True up Planning IGA

True up IGA budgeted in District Planning and recode to various programs.

Dollar Amount: (\$58,848)

Type: Technical Adjustment Resources: New Revenues

PN_010 - EECBG/ARRA Clean Energy Work Grant

Appropriate grants to support BPS staff and contract with Clean Energy Works Oregon, Inc. to deliver high-quality job creation, energy savings and carbon reductions through the expansion of Clean Energy Works Portland to jurisdictions around Oregon.

Dollar Amount: \$14,386,000

Type: New Request
Resources: Grants

Bureau of Planning and Sustainability

PERIOD Fall BuMP

FISCAL YEAR FY 2010-11

PN_011 - EECBG Block Grant

Request grants carryover to support various sponsor programs funded by the EECBG Block Grant.

Dollar Amount: \$997,835

Type: Carryover Request

Resources: Grants

PN_012 - ARRA- Energy Efficiency Block Grant

Recode grants carryover to appropriate fund center/functional area.

Dollar Amount: \$0

Type: Technical Adjustment
Resources: Internal Transfer

PN_013 - ARRA - Solar Market Special Grant

Recode grants carryover to appropriate fund center/functional area.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

PN_014 - Metro Build-It Green

Appropriate grants carryover to support Build-It Green event.

Dollar Amount: \$8,000

Type: Carryover Request

Resources: Grants

PN_015 - DEQ Portland ReStore 2009

Appropriate grants carryover to fund a pass-through agreement with ReStore.

Dollar Amount: \$20,000

Type: Carryover Request

Resources: Grants

Bureau of Planning and Sustainability

PERIOD Fall BuMP

FISCAL YEAR FY 2010-11

PN_016 - DEQ - Skyline School

Appropriate grants carryover to fund a pass-through agreement with Skyline School.

Dollar Amount: \$13,070

Type: Carryover Request

Resources: Grants

PN_017 - METRO: Multifamily Recycling Program

Appropriate grants carryover to support multifamily outreach efforts.

Dollar Amount: \$10,000

Type: Carryover Request

Resources: Grants

PN_018 - BEST Awards Sponsorship

Request carryover of sponsorship revenue to support the BEST Awards event. The Business for an Environmentally Sustainable Tomorrow (BEST) Awards are presented annually by the City of Portland Bureau of Planning and Sustainability, as well as other City partners, to recognize businesses with significant and unique achievements in sustainability. The BEST Awards honors businesses that are redefining economic opportunity and successfully incorporating sustainable business practices into their bottom lines.

Dollar Amount: \$10,000

Type: Carryover Request Resources: New Revenues

PN_019 - Metro Recycle at Work FY 09-10

Request grants carryover to fund three encumbered, program-related contracts and help fund a new professional service contract for web and resource development.

Dollar Amount: \$91,291

Type: Carryover Request

Resources: Grants

PN_020 - Climate Trust Energy Efficiency Grant

Request grants carryover to support the Climate Action actives.

Dollar Amount: \$10,000

Type: Carryover Request

Resources: Grants

Bureau of Planning and Sustainability

PERIOD Fall BuMP

FISCAL YEAR FY 2010-11

PN_021 - Recode BPS programs due to re-org

Reverse budget appropriation from funcational area Portland and Comprehensive Plan program and move it to Policy Analysis and Research due to re-organization.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

PN_022 - Recode BPS programs due to re-org

Reverse budget appropriation from functional area Comprehensive and Strategic program and move it to Portland and Comp Plan due to re-organization.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

PN_023 - Recode BPS programs due to re-org

Recode budget appropriation to appropriate functional areas.

Dollar Amount: \$0

Type: Technical Adjustment
Resources: Internal Transfer

PN_024 - ARRA Clean Diesel Grant

Request grants carryover to support Clean Diesel activities funded by ARRA.

Dollar Amount: \$1,032,671

Type: Carryover Request

Resources: Grants

PN_025 - DEQ Clean Diesel Grant

Request grants carryover to support Clean Diesel activities funded by ARRA/DEQ.

Dollar Amount: \$21,420

Type: Carryover Request

Resources: Grants

Bureau of Planning and Sustainability

PERIOD Fall BuMP

FISCAL YEAR FY 2010-11

PN_026 - DERA Clean Diesel Grant

Request grants carryover to support Clean Diesel activities funded by DERA.

Dollar Amount: \$294,903

Type: Carryover Request

Resources: Grants

PN_027 - Carryover to fund Biofuels Investment Grants

Request GF one-time carryover to fund contract number 32000074 for the Biofuels Investment Grants.

Dollar Amount: \$50,540

Type: Carryover Request

Resources: General Fund Discretionary

PN_028 - Encumbrance Carryover/Contracts

Encumbrance carryover to support BPS contracts committed in FY 2009-10.

Dollar Amount: \$46,057

Type: Encumbrance Carryover Request Resources: General Fund Discretionary

PN_029 - Urban Areas Security Initiative - UASI 2007

Request grants carryover to support the Disaster Debris Management project funded by UASI.

Dollar Amount: \$100,000

Type: Carryover Request

Resources: Grants

PN_030 - First Stop Portland

Request interagency agreement between BPS and OMF for the First Stop Portland.

Dollar Amount: \$0

Type: Technical Adjustment Resources: Internal Transfer

Reporting on FY 2009-10 Budget Notes and Add Packages

Bureau of Planning and Sustainability – Fall BuMP FY 2010-11

I. FY 2009-10 Adopted Budget – Budget Notes

Budget Note: The FY 2009-10 Adopted Budget temporarily suspends funding from the Bureau of Development Services for Regulatory Improvement Code Amendment Package program in the Bureau of Planning and Sustainability. Funding for the program will be examined as part of the FY 2010-11 budget process.

Fall BuMP Update: No action is required on the part of the bureau. The Budget Office and Council considered the possibility of re-instating this funding for BPS as part of the FY 2010-11 budget process but elected not to do so.

II FY 2009-10 Add/Cut Packages

Sum of amount		type ▼
base/dp ▼	dp description	expense
PN_01	Changes to Director's Office	(169,530)
PN_02	River Renaissance	(227,573)
PN_03	Measure 37	(108,438)
PN_04	Supervsng Planner Comp	(118,500)
PN_05	Portland Plan	537,072
PN_07	Central Portland Plan	855,676
PN_08	River Plan	148,128
PN_15	Youth Planning	137,070
PN_16	OMF Changes	(20,400)
PN_17	IA Adjustments Various	53,856
PN_18	West Hayden Island	285,375
PN_19	CP II (RICAP to Trans)	0
PN_20	CP II (Historic)	85,000
PN_21	Restore Ops cut	48,048
PN_22	Grey to Green	51,500
PN_23	Innovative Energy Grant	25,000
PN_24	OSD 5% cut	(18,323)
PN_25	OMF changes to OSD	(13,277)
PN_26	Energy Block Grant	4,445,000
PN_27	Energy Block Grant	(44,052)
	Program Carryover	350,052
Grand Total		6,301,684

PN_01 Changes to Director's Office

In January 2009, Council approved an ordinance that merged the Bureau of Planning and the Office of Sustainable Development, creating the Bureau of Planning and Sustainability. As a result, the bureau eliminated one of the two bureau director positions. This decision package reflects the elimination of 1.0 FTE Planning Director and the net increase in salary costs for the new Director of

Planning and Sustainability. This decision package also eliminates one Administrative Assistant position and creates one Management Assistant position to serve as Executive Assistant to the director. Finally, this decision package reflects the net increase in staff costs resulting from an upgrade of a Principal Planner position to Chief Planner. This latter action enables the BPS director to shift some management responsibilities for the bureau's planning functions to the Chief Planner.

Fall BuMP Update: The personnel changes outlined in this decision package have been implemented. No further action is required by the bureau.

PN 02 River Renaissance

This decision package would eliminate the expenses and resources in the Bureau of Planning and Sustainability for the River Renaissance program. In January 2009, the Council determined that the relevant work in the River Renaissance program would transfer to the new Office of the Healthy Working Rivers.

Fall BuMP Update: The personnel and organizational changes outlined in this decision package have been implemented. No further action is required by the bureau.

PN_03 Measure 37

This decision package eliminates the City's Measure 37 program, which consists of a program manager and contract budget. With the passage of Measure 49, the number of claims and cases brought to the City under Measure 37 and Measure 49 has reduced significantly. The Bureau of Planning and Sustainability expects to be able to absorb the workload of future claims and cases with existing staff. Claims and cases brought to the City under Measure 37 and Measure 49 will be handled through existing staff in the bureau's Code Development program, in coordination with the City Attorney's Office and the Bureau of Development Services. The Bureau expects no decline in services or responsiveness, unless there is a notable (and unexpected) increase in claims and cases.

Fall BuMP Update: The personnel and organizational changes outlined in this decision package have been implemented. No further action is required by the bureau.

PN_04 Supervising Planner Comp

This decision package eliminates a Supervising Planner position from the bureau's core staffing. The primary work of the position in the current year and for the next few years will be to direct the bureau's efforts and staff on the Comprehensive Plan Update. Because of declining funding for core services, the bureau has determined it can eliminate this position as ongoing but will request it as a one-time funded position in the Portland Plan - Comp Plan Update and Strategic Plan decision package. The loss of a Supervising Planner in the core staffing of the bureau will mean the bureau will need to re-align its existing management staff to ensure effective project and staff management.

Fall BuMP Update: The personnel and organizational changes outlined in this decision package have been implemented. No further action is required by the bureau.

PN_05 Portland Plan

This decision package continued one-time funding for two citywide elements of the Portland Plan. It continued staff funding at levels approved in FY 2008-09: a lead and a support public engagement position and four planner positions. It added two other positions: one Supervising Planner to manage the project and a Public Engagement Manager.

The package continued funding at current service levels for interagency services from the bureaus of Transportation and Environmental Services (\$100,000 each) and Parks (\$35,000). Finally, the package requests contract budget for external materials and supplies related to public engagement and technical consultant services.

The program completed draft deliverables required by the State related to the update of the City's Comprehensive Plan including a baseline report and indicators The program also met Metro-requirements for a Local Growth Aspirations analysis (including development capacity and growth objectives, etc.).

Fall BuMP Update: The primary product of the Portland Plan will be a strategy and long-range policy plan for the City that is supported by actions and policies of 18 other governments and agencies with programs and jurisdiction in Portland. The project is on track to have this framework finalized by December 2011. The framework document will guide further development of specific actions, and inform the development of new City Comprehensive Plan policies.

The project was significantly impacted by the fiscal crisis and resulting layoffs in BDS. Seniority-based bumping displaced more than half of the Portland Plan project staff in Q1. The bureau made several staffing changes in August to mitigate/absorb bumping impacts. Despite this disruption in Q1, the project made significant progress:

- 1. A project web site went live in September 2009: www.pdxplan.com
- 2. The state approved the City's Periodic Review work plan in September 2009.
- 3. More than a dozen background reports on specific topics and a Portland Plan Handbook were completed in October.
- 4. More than a dozen local governmental agencies have signed on as project "partners".
- 5. Two major phases of public outreach were completed. In early 2010 the project staff worked with other City bureaus and partner agencies to develop draft "2035 objectives" for public review. A second wave of large public workshops gathered public input on the draft objectives.

Phase I

900+ participants at community workshops 8,200+ surveys submitted 1,600+ people attended over 75 community presentations

Phase II

450+ participants at community workshops 5,800+ surveys submitted Ongoing presentations and events

- 6. A third wave of public workshops will occur in early 2011 to review proposed strategies and actions.
- 7. Two advisory committees were organized and began to work:
 - Community Involvement Committee (CIC), to guide outreach efforts; and
 - Portland Plan Advisory Group (PPAG), to review the strategies proposed with the plan.
- 8. Specific outreach was undertaken to reach communities often underrepresented in City processes. These include youth, minorities, and culturally based groups. The project staff hosted over 75 small-scale community meetings in January and February, involving over 1,500 people, and began working directly with the City's Diverse Community Leadership group.
- 9. Staff are carrying out additional technical work necessary to meet state Periodic Review requirements (specifically, Periodic Review Task 2, an inventory of land available for needed housing and employment).

PN_07 Central Portland Plan

This decision package approved General Fund one-time resources and Portland Development Commission (PDC) revenues in support of the bureau's continued work on the multi-year Central Portland Plan, an element of Portland Plan. This includes work with the Bureau of Transportation to update the Central City Transportation Management Plan (CCTMP) and with PDC on Central City URA and economic development issues.

Fall BuMP Update: The program completed development of background reports needed to launch the planning process. These include the Central City 2035 Discussion Draft, District Profile Report, and Urban Design Report.

Process design was completed and the advisory committee process started for the Central City 2035 Framework Plan.

Work began on the Central Northeast Quadrant Plan including completion of a joint scope of work with the Oregon Department of Transportation (ODOT) and the Portland Bureau of Transportation (PBOT) for a combine planning process that integrates the land use and urban design framework for the Central City with a major improvement to the I-5 Freeway system in the Rose Quarter area.

Additionally, the NE Quadrant Plan is coordinated with the Portland Development Commission's work with the Rose Quarter Development Plan to determine the future of the Memorial Coliseum and the Rose Quarter.

The following summarizes other key tasks carried out in FY 2009-10:

- Completion of I-405 Design workshop with ODOT.
- Development and adoption of South Waterfront code and design guidelines, code amendments for PGE Park, and code amendments for the Oregon Sustainability Center,
- Staff participation in several projects: Portland Sustainability Institute's EcoDistricts, PDC's Westside Central City Urban Renewal Study, PDC's Rose Quarter Development Study, PDC's Burnside Bridgehead Study, Portland State University's University District Framework Plan, TriMet's Milwaukie LRT Preliminary Engineering and Final Environmental Impact Statement Plans, and OMSI's proposed Master Plan,
- Coordination with PBOT to develop Central City transportation model and greenhouse gas model for the Central City 2035 planning process, and
- Staff technical studies for policy issues for the Central City 2035, including
 public realm, Willamette River, Access and Capacity, Urban Design and Placing
 Making, Sustainability and land use, and Central City Plan District regulatory
 issues with zoning, development bonuses, transfers, master planning and
 parking.

PN 08 River Plan

This decision package continued the current level of one-time planning staff to complete the River Plan North Reach and commence planning on the Central Reach of the Willamette River. It also provided for contract expenses to enable the bureau to work with other bureaus and with consultants to accomplish the analysis and public process necessary to develop these plans.

The Central Reach stretches from roughly the Fremont Bridge to the Ross Island Bridge on the east side of the river and includes the South Waterfront District on the west side of the river. The River Plan / Central Reach will be conducted as part of the Central Portland Plan. These plans will update the 1987 Willamette Greenway Plan.

Fall BuMP Update: The River Plan / North Reach was adopted by City Council. Staff began work on developing administrative rules and other implementation tools for the North Reach that will return to City Council in December 2010. Staff also began background work on the River Plan / Central Reach and coordination with the Central City 2035 Plan. River Plan work is being done in collaboration with the Office of Healthy Working Rivers.

PN_15 Youth Planning

This decision package continued the prior service level for the Youth Planning program. The YPP consists of one program coordinator, 4 youth program aides and

a small operating budget to carry out the projects which support the implementation of the Our Bill of Rights: Children + Youth. It educates diverse populations of Portland's youth about city planning, ensuring that youth voices and opinions are integrated into the land use and transportation policy for city planning that will affect us for a generation. Youth staff will continue to support efforts in the Portland Plan, the Central Portland Plan, and the District Liaisons, as well as continue implementation of the Youth Bill of Rights actions assigned to the Bureau of Planning and Sustainability. This includes using the Youth Engagement Manual and training curriculum to increase the number of youth involved in projects or youth-specific programs in pilot bureaus (BPS, BDS, OMF and Water).

Fall BuMP Update: YPP completed the Powellhurst-Gilbert Pilot Study, which included a survey and a series of focus groups of youth in this area as a component of the larger pilot study for the Portland Plan. YPP completed a Portland Plan survey for youth and is currently compiling a summary report on the results, which will be included in the larger Portland Plan data and round 1 reports. YPP continued to support overall public involvement in the Portland Plan, and design, develop, and coordinate all youth outreach events and activities for rounds 2 of public outreach. Youth Planners participated on several Portland Plan technical advisory groups contributing to development of the content of the plan. The Youth Engagement Manual was adopted by City Council as the official training tool for youth engagement citywide and the YPP has initiated training series has begun for city staff. It will continue to train, develop, and support a "speakers bureau" of youth and adult trainers. Youth Planners also play an advisory role to www.pdxyouth.org, which City Council also adopted as the official web portal for youth at the City. YPP helps manage policy related content as well as the design of the site as one of the City's official youth outreach tools.

PN_16 OMF Changes

This decision package contained a series of technical adjustments initiated by OMF internal services bureaus and implemented by the Budget Office.

Fall BuMP Update: No further action is required by the bureau.

PN_17 IA Adjustments Various

This decision package contained a series of technical adjustments done in coordination with the Budget Office to balance the bureau's budget. Net reductions in Personnel and External Materials and Services were necessary in order to reallocate additional resources for interagency agreements.

Fall BuMP Update: No further action is required by the bureau.

PN_18 West Hayden Island

The core West Hayden Island project was built into BPS's base budget for FY 2009-10. This decision package was a technical adjustment to increase revenues and expenditures by \$285,000 for an additional 1.0 FTE City Planner II, \$195,000 for contractual services, and an increase of \$6,250 to the bureau's IA with PBOT. The funding source for the project is the Port of Portland.

Fall BuMP Update: The project, working with a contractor (ENTRIX, Inc.), completed Economic and Environmental Foundation studies of West Hayden Island. The studies consider current conditions, functions and future opportunities for the future use of West Hayden Island. Drafts of the studies have been circulated, and reviewed by a Technical Advisory Pool (TAP), convened by the bureau. A Community Working Group (CWG) has also been meeting monthly, with support from bureau staff, to review progress on the background reports, and provide community input. Staff has also prepared several supplemental technical studies, including a study of neighborhood livability issues. In June the CWG held workshops to deliberate on the future of the island. The CWG drafted a recommendation to City Council. City Council voted to continue the project and directed staff to develop a series of concept plans to provide a framework for land uses on West Hayden Island. The bureau is working with the Port of Portland to extend the current IGA, and provide funding for continued work in 2010-11.

PN 19 CP II (RICAP to Trans)

This package restores one position in the RICAP program that was previously supported by BDS. In its requested budget, BDS requested that this support be discontinued in light of the current fiscal climate. This funding restores the position, but reallocates it to a transportation planning position.

Fall BuMP Update: The personnel and organizational changes outlined in this decision package have been implemented. There is no further action required by the bureau.

PN 20 CP II (Historic Resources)

This package restores a Historic Resources City Planner II that was slated for reduction as part of a realignment package.

Fall BuMP Update: This decision package changed the funding source for a CP II position from ongoing GF resources to one-time GF resources. No further action is required by the bureau.

PN 21 Restore Operations cut

This package restores a position in operations that was reduced as part of a separate realignment package.

Fall BuMP Update: The personnel changes outlined in this decision package have been implemented. No further action is required by the bureau.

PN 22 Grey to Green

This decision package was a technical adjustment to increase the interagency between BES and BPS to reflect a full FTE planner to work on the Grey to Green project.

Fall BuMP Update: Proposed amendments to the Portland Plant List, Zoning Code (Title 33) and Property Maintenance Requirements (Title 29) were adopted by City Council in February 2010. Staff worked with key bureaus and Multnomah County

to develop administrative rules and a new City/County IGA, detail the implementation of the Title 29 proposal, evaluate impacts on staff workload, and develop public outreach information on the new codes and procedures.

PN_23 Grants for Energy Efficiency Innovation

Fall BuMP Update: These funds supported program-development costs related to the scale up of Clean Energy Works Portland, the City's home energy retrofit financing program. The funding enabled BPS to accelerate the development of the Clean Energy Works Portland program, helping position it to secure a \$20 million competitive federal grant award, announced in April 2010 and awarded to the City in June 2010.

PN_ 24 OSD 5% cut

Fall BuMP Update: To reduce costs, the Green Building program produced its new Tenant Improvement Guide as an on-line resource, rather than as a printed publication. In addition, the program delayed developing and printing outreach materials for the proposed High Performance Green Building Policy, which is currently still under discussion and does not require printed materials in in 2010-11.

PN_25 OMF changes to OSD

This decision package contained a series of technical adjustments initiated by OMF internal services bureaus and implemented by the Budget Office.

Fall BuMP Update: No further action is required by the bureau.

PN_26 Energy Efficiency & Conservation Block Grant

Fall BuMP Update: BPS completed the EECBG review process with the U.S. Department of Energy in fall 2009 and received a formal notice of the grant award in November. Council adopted an ordinance to accept the \$5.6 million award in January 2010. Several projects funded through the grant moved forward in spring 2010, including Clean Energy Works Portland, PBOT's Smart Trips and Safer Routes to Schools programs, and energy-efficiency projects in City facilities managed by Parks, Water, Environmental Services, and Facilities Services.

PN_27 Program Carryover

In FY 2008-09, the bureau faced unanticipated personnel costs (targeted severance for several employees including the Planning Director) related to the merging of OSD and Planning. In order to meet these needs, several contracts were not entered into. During the Spring BuMP, a request for these funds was granted, as well as the approval to carry them over into FY 2009-10. However, due to the one-time funding issue that the bureau is facing, it was determined these contracts should be "contracted in" to bureau staff, thus continuing several limited-term positions that would otherwise have been terminated.

Fall BuMP Update: The personnel and organizational changes outlined in the decision package have been implemented. The employees in the restored limited term positions are at work on the Portland Plan.

II. Service Improvement Plan update

BPS Internal Strategic Plan

The bureau is committed to build on progress it has made to date in creating a shared focus for the bureau out of the merger of OSD and Planning. By the fall of 2009, the bureau will develop a strategic plan, defining a single mission for the new organization. The bureau will identify ways to better accomplish this mission by leveraging the bureau's expertise, skills, resources, programs, staff and constituencies.

Fall BuMP Update: The BPS strategic plan, which articulates BPS's mission, values, areas of focus and goals, as well as a high-level 3-year plan, is complete in terms of content. The bureau is now working with a communications consultant to assist with the final crafting of the statements and to work on new external branding strategies. The bureau has internally selected a new logo and is finishing work on overall messaging for its programs and projects before rolling out the entire strategic plan with key messages by the end of calendar year 2010.

New approaches to address "equity" in the work of BPS.

Sustainability is often described in terms of three elements: economy, environment and equity. The work of BPS has long involved all three of these elements, but the Portland Plan creates the need and opportunity to find new means to consider equity impacts in the City's policies and decisions. The bureau will take the opportunity of the Portland Plan to develop new ways to incorporate equity considerations in comprehensive plan decisions.

Fall BuMP Update: The Portland Plan public involvement program has continued to focus on activities and approaches to bring Portlanders to the table who may not traditionally be involved in City processes: culturally-based groups, people living in poverty, youth, people with disabilities, renters, social service agency clientele and others. BPS has entered into an agreement with the Diversity and Civic Leadership Partners (representing the Urban League, the Immigrant and Refugee Community Organization, the Center for Intercultural Organizing, the Native American Youth and Family Center, and the Latino Network) and ONI to specially design and help carry out culturally-appropriate outreach and engagement approaches to encourage emerging leaders and community members to participate in the Portland Plan. Phase II public workshops (April-May 2010) included an equity exercise in which small groups will discuss equity and disparities as they relate to each of nine action areas. These discussions and future stages of policy development for the Portland Plan draw upon reports soon to be published by the Coalition of Communities of Color and other sources which highlight the economic, health, educational and other disparities for various populations in the city and county.

Efforts to address equity in other BPS program include:

- The development of the Community Workforce Agreement that supports the Clean Energy Works Portland program, creating training and career opportunities for historically disadvantaged firms and populations
- ReThink educational workshop series aimed at increasing awareness and meaningful participation in sustainability and climate change actions for a broad base of residents.
- Ongoing work to diversify participant involvement in events and programs through community outreach and partnership development in the BEST Awards, Fix-It Fairs and Recycle at Work business assistance program.
- Community Grants: In 2009 21 grassroots, ethnic, schools and community organizations received grants of \$500 to \$2,500 to fund waste prevention or recycling projects to help make organizational changes and education their community. The project awarded grant funds represented a variety of geographic areas, ethnic groups and project types.

Commercial Waste Reduction and Recycling Assistance

In FY 2009-10, BPS will significantly increase its outreach to businesses to assist them in complying with Portland's new requirement to recycle 75% of solid waste. BPS will contact more than 20,000 businesses and proactively offer assistance to 900 of the largest sources of waste.

Fall Update: BPS significantly increased its outreach to businesses in 09-10 to assist them in complying with Portland's new requirement to recycle 75 percent of commercial waste. In 09-10 BPS contacted all 688 large generators of paper waste. Of these, 52 percent have submitted progress reports of which approximately 37 percent indicated they were implementing all five steps and were Recycle at Work certified. Contact to the 23,348 businesses that make up the small generator list was completed May 2010; ten percent have completed progress reports for their businesses.

Prior Year Business Area Reconciliation Report

	FY 2009-10 Revised Budget	FY 2009-10 Year-End Actuals	Percent of Actuals to Revised	
Bureau of Planning and Sustainability				
EXPENDITURES				
Personal Services	\$8,470,147	\$8,368,369	99%	
External Materials and Services	\$3,323,113	\$2,626,046	79%	
Internal Materials and Services	\$2,406,332	\$2,419,824	101%	
TOTAL EXPENDITURES	\$14,199,592	\$13,414,238	94%	
REVENUES				
Charges for Services	\$0	\$3,306	0%	
Intergovernmental Revenues	\$1,965,618	\$1,399,299	71%	
Interagency Revenue	\$1,214,813	\$1,119,116	92%	
Fund Transfers - Revenue	\$1,452,294	\$1,466,461	101%	
Miscellaneous	\$32,500	\$37,123	114%	
General Fund Discretionary	\$9,385,111	\$0	0%	
General Fund Overhead	\$149,256	\$0	0%	
TOTAL REVENUES	\$14,199,592	\$4,025,305	28%	

Bureau Reconciliation Narrative

General Fund 100

External M&S –The IGA expenses funded by Port of Portland, PDC and other entities were lower than originally anticipated by about \$566,000. About \$150,000 of the unspent balance will be carried over into FY 2010-11 through the Fall BuMP process to support Central Plan activities funded by PDC.

Intergovernmental Revenues - The IGA revenues were lower than originally estimated.

Misc. – BPS collected over \$37,000 in sponsorship and fees to support Urban Growth Bounty Sustainable Food classes, Fix-It Fairs, and other events.

Grants Fund 217

Personal Services – There are several multi-year grants (EECBG Block Grant and ARRA Solar Special) which the Personal Services cost is lower than anticipated. The remaining balance will be carried over into FY 2010-11 through the Fall BuMP process.

External M&S – Several of the grant contracts were not fully spent and the remaining balance will be carried over into FY 2010-11. These grants are EECBG Block grant, EECBG/ARRA Clean Energy Works, ARRA and DERA Diesel grants.

Internal M&S – This is due to lower than anticipated expenses billed.

Intergovernmental Revenues - The Grants Office transfers the revenues when expenses incurred and billed.

Prior Year Business Area Reconciliation Report

	FY 2009-10 Revised Budget	FY 2009-10 Year-End Actuals	Percent of Actuals to Revised	
Bureau of Planning and Sustainability				
EXPENDITURES				
Personal Services	\$1,421,085	\$1,265,820	89%	
External Materials and Services	\$4,774,497	\$1,534,957	32%	
Internal Materials and Services	\$127,512	\$80,672	63%	
TOTAL EXPENDITURES	\$6,323,094	\$2,881,450	46%	
REVENUES				
Intergovernmental Revenues	\$6,323,094	\$1,658,956	26%	
TOTAL REVENUES	\$6,323,094	\$1,658,956	26%	

Bureau Reconciliation Narrative

General Fund 100

External M&S –The IGA expenses funded by Port of Portland, PDC and other entities were lower than originally anticipated by about \$566,000. About \$150,000 of the unspent balance will be carried over into FY 2010-11 through the Fall BuMP process to support Central Plan activities funded by PDC.

Intergovernmental Revenues – The IGA revenues were lower than originally estimated.

Misc. – BPS collected over \$37,000 in sponsorship and fees to support Urban Growth Bounty Sustainable Food classes, Fix-It Fairs, and other events.

Grants Fund 217

Personal Services – There are several multi-year grants (EECBG Block Grant and ARRA Solar Special) which the Personal Services cost is lower than anticipated. The remaining balance will be carried over into FY 2010-11 through the Fall BuMP process.

External M&S – Several of the grant contracts were not fully spent and the remaining balance will be carried over into FY 2010-11. These grants are EECBG Block grant, EECBG/ARRA Clean Energy Works, ARRA and DERA Diesel grants.

Internal M&S – This is due to lower than anticipated expenses billed.

Intergovernmental Revenues – The Grants Office transfers the revenues when expenses incurred and billed.

Prior Year Fund Reconciliation Report

	FY 2009-10 Revised Budget	FY 2009-10 Year-End Actuals	Percent of Actuals to Revised
Solid Waste Management Fund			
EXPENDITURES			
Unappropriated Fund Balance	\$3,047,459	\$0	0%
Personal Services	\$1,501,586	\$1,495,406	100%
External Materials and Services	\$1,455,164	\$1,102,753	76%
Internal Materials and Services	\$1,067,007	\$968,145	91%
Bond Expenses	\$44,854	\$33,191	74%
Fund Transfers - Expense	\$923,518	\$909,372	98%
Contingency	\$35,774	\$0	0%
TOTAL EXPENDITURES	\$8,075,362	\$4,508,867	56%
REVENUES			
Budgeted Beginning Fund Balance	\$4,143,967	\$0	0%
Licenses & Permits	\$2,282,964	\$2,331,097	102%
Charges for Services	\$1,473,877	\$1,504,536	102%
Intergovernmental Revenues	\$0	\$60,691	0%
Interagency Revenue	\$98,740	\$124,390	126%
Fund Transfers - Revenue	\$1,681	\$1,681	100%
Miscellaneous	\$74,133	\$84,683	114%
TOTAL REVENUES	\$8,075,362	\$4,107,078	51%

Fund Reconciliation Narrative

External M&S – BPS requests encumbrance carryover to cover expenses committed in FY 2009-10 and to be spent in FY 2010-11.

Bond Expenses - The interest costs on the variable rate portion of the pension bonds was lower than what was originally estimated.

Interagency Revenue – BPS included interagency revenues with Water and BES in General Fund 100, but expended and collected in Solid Waste Management Fund 605 for the BEST Business Center and BEST Awards.

Misc. - BPS collected over \$84,000 in misc. revenue including \$50,081 in interest on investments, \$33,400 from sponsorship and fees to support BEST Business Center, BEST Awards, Green Tour of Homes, and other events.

Bureau of Planning & Sustainability

Performance Measures

Program and Performance Measure	Type	FY 2009-10 Revised Budget	FY 2009-10 Year-End Actuals			
Administration & Support						
PN_0006 - Citywide Livability Rating	EFFECTIVE	83%	83%	0%	0%	0%
PN_0013 - Overall Rating - Planning for Future Land Use	EFFECTIVE	43%	43%	0%	0%	0%
PN_0018 - Percent of residents with little or no knowledge of planning activities (rated "Land Use Planning" neither good nor bad)	EFFECTIVE	34%	0%	0%	0%	0%
PN_0019 - Percent of residents rating the attractiveness of new residential development good or very good	EFFECTIVE	52%	53%	0%	0%	0%
SD_0030 - Business satisfaction with City information on pollution reduction (percent "good" or "very good")	EFFECTIVE	55%	0%	0%	0%	0%
SD_0007 - Grants and contracts awarded	WORKLOAD	\$3,728,344	\$8,841,504	\$0	\$0	\$0
Area Planning						
PN_0015 - Percent of residents rating neighborhood livability "good" or "very good"	EFFECTIVE	88%	88%	0%	0%	0%
PN_0016 - Percent of residents rating access to shopping and other services "good" or "very good"	EFFECTIVE	74%	74%	0%	0%	0%
Citywide Planning						
PN_0020 - Percent of housing built in four-county region within City of Portland limits	EFFECTIVE	33%	28%	0%	0%	0%
Solid Waste & Recycling						
SD_0001 - Percent of residential material diverted from wastestream	EFFECTIVE	50%	51%	0%	0%	0%
SD_0002 - Percent of commercial material diverted from wastestream	EFFECTIVE	66%	64%	0%	0%	0%
SD_0017 - Business satisfaction with recycling programs (percent rating "good" or "very good"	EFFECTIVE	75.0%	0.0%	0.0%	0.0%	0.0%
SD_0018 - Citizens' satisfaction with solid waste and recycling programs (percent rating "good" or "very good")	EFFECTIVE	80%	80%	0%	0%	0%
SD_0016 - Typical residential garbage and recycling monthly bill, adjusted for inflation (2000 dollars)	EFFICIENCY	\$25.30	\$26.63	\$0.00	\$0.00	\$0.00
SD_0014 - Pounds of solid waste generated per household	WORKLOAD	1,310	1,252	0	0	0
SD_0015 - Tons of solid waste generated by businesses	WORKLOAD	242,902	248,099	0	0	0
Specialized Planning						
PN_0012 - Percent of businesses rating overall quality of "Land Use Planning" good or very good	EFFECTIVE	43%	0%	0%	0%	0%
PN_0014 - Percent of significant natural resources protected through non-regulatory and/or regulatory measures	EFFECTIVE	78%	0%	0%	0%	0%
Technical Services						
SD_0025 - Per capita residential energy use (million BTUs)	EFFECTIVE	30.00	29.40	0.00	0.00	0.00
SD_0026 - Number of certified green buildings in Portland	EFFECTIVE	1,450	1,595	0	0	0
SD_0027 - Utility savings to City from energy- and water-efficiency projects and waste and toxics reduction (million dollars)	EFFECTIVE	\$3.20	\$3.57	\$0.00	\$0.00	\$0.00
SD_0028 - Percent of City electricity use from renewable resources	EFFECTIVE	9.0%	9.0%	0.0%	0.0%	0.0%

10/19/2010 Page 1 of 2

Bureau of Planning & Sustainability

Performance Measures

Pr	rogram and Performance Measure	Type	FY 2009-10 Revised Budget	FY 2009-10 Year-End Actuals			
_	echnical Services	-7/					
	SD_0041 - Number of residential and commerical solar energy systems installed in Portland since 2006	EFFECTIVE	608	1,168	0	0	0
	SD_0008 - Percent reduction in local per capita CO2 emissions from 1990 levels	EFFICIENCY	20%	20%	0%	0%	0%
	SD_0037 - Cost per Fix-It Fair participant	EFFICIENCY	\$51.00	\$45.00	\$0.00	\$0.00	\$0.00
	SD_0023 - Number of development projects provided with green building assistance	WORKLOAD	12	16	0	0	0
	SD_0024 - Number of design and construction industry professionals trained in green building practices	WORKLOAD	1,800	768	0	0	0
	SD_0031 - Bureaus assisted with sustainability projects	WORKLOAD	25	16	0	0	0
	SD_0032 - City employees provided with sustainability training	WORKLOAD	83	240	0	0	0
	SD_0036 - Citizens participating in workshops	WORKLOAD	1,850	2,475	0	0	0
	SD_0038 - Residents participating in urban agricultural projects	WORKLOAD	4,200	4,000	0	0	0
Tı	raining, Education & Outreach						
	SD_0003 - Residents reached by sustainable training and outreach	WORKLOAD	28,485	61,648	0	0	0
	SD_0019 - Businesses reached by sustainability outreach and training	WORKLOAD	1,750	1,675	0	0	0
	SD_0020 - Number of multifamily units provided with recycling assistance	WORKLOAD	17,000	18,141	0	0	0

Performance Measure Variance Descriptions

10/19/2010 Page 2 of 2