

To: Portland Utility Board (PUB)
From: Melissa Merrell, PUB Analyst
Re: Discussion Memo Requested Information for Bureau FY 2018-19 Budget Requests
On: November 20, 2017

Below please find draft language for a potential board letter to the bureaus requesting information about the relative priorities and associated tradeoffs of the bureaus' budget request items.

The Mayor's FY 2018-19 budget guidance directs the Portland Water Bureau and the Bureau of Environmental Services (BES) to identify efficiencies and reductions to limit rate increases. It further directs them to work with the PUB to develop prioritized reduction options for Budget Committee and Council consideration.

For PUB to provide meaningful input to the City Council on the budget requests of the bureaus and potential reductions, the PUB must have information on the relative priorities of the bureau requests as well as how choices to not fund activities will affect service level and performance of the bureaus.

City guidance requires bureaus to rank the relative priority of items included in decision packages. The PUB expects the bureaus will follow city guidance. In addition to information on the priority of each item, the PUB requests the bureaus include information on the rate impact of those items and the anticipated effects on service level and performance if they were to not be funded. The board expects that the activities required for regulatory compliance would not be identified as the lowest priorities of the bureaus. This information will allow the board to have substantive deliberations about the tradeoffs of the programs and the additional burden on Portland's utility customers.

The board requests this information prior to its December 21 meeting.