

Portland Utility Board - 2019-2020 Workplan Priorities

Meeting Content Priorities

#	Priority	Format	Topic	Bureau	Source	Timeline	PUB Meetings	Notes/Next steps	PUB Action/Impact
1	High	presentation, meeting	Low income assistance program	BES/PWB	PUB	Fall 2019 eval and update	September	annual report, relation to equity and water conservation. Program evaluation planned after first year.	Update, Recommendations
2	High	meetings	Comprehensive rate review	BES/PWB	PUB	July/Aug - Feedback Future years- ongoing updates	July 2019	Contract started in June. Initial feedback session at PUB in July 2019. Future engagement and updates to be determined.	Information, Recommendations
3	High	meeting, possible public hearing	Rate methodology	BES/PWB OMF/BRFS	PUB	After July 2019, include new members		Complex topic, need clarity on where to focus. PWB/BES staff will provide a list of possible areas within this topic for PUB to consider. Cost of living and where the bureaus outpace that in rate increases - have conversation about that metric or if there is a basis for "catch-up". Philosophy behind rates - base changes and what it does to affordability. Some interest in understanding the components to better understand when it goes up/down. Possible to consider pros/cons to different types of rate structures.	Information, Updates
4	High	meeting, document	Permanent Protection of Bull Run	PWB	PUB	PUB review and Council action Summer 2019, Ballot measures referred for 2019	June 2019 (future only if needed)	With the implementation of filtration there is a risk of expanding use of Bull Run. PUB interest in memorializing the protections to ensure it remains as it has historically, possible recommendations for change to charter. Commissioner in charge is interested in ensuring protection so we can identify how to support that effort. Charter change ballot measures being referred.	Information, Updates, Support Documentation
5	Medium	TBD	BES/Tryon Creek	BES	PUB/BES			financial plan with Lake Oswego (is the CIP progress update in #4 sufficient?)	Information, Updates, Recommendations
6	Medium	public meeting	Lead/Corrosion control	PWB	PUB		4/2 Update Sept public meeting (tent)	Update provided, not enough time for full presentation and questions, next steps to be determined. Different format - public meeting/town hall. (Ted/Heidi lead for PUB, Scott Bradway for PWB, Lorie - community member)	Information, Update
7	Medium	meeting	Future of Mount Tabor	PWB	4-Fritz/PWB	Before budget season	Field Trip July, Sept/Oct	process for budgeting, equity issues, approach, desired outcomes (Micah lead for PUB)	Recommendations
8	Medium	meeting	Bill Redesign	PWB	3-Fritz/PWB	Summer 2019	Sept	could the bills be more accessible or contain additional/less information? PWB is beginning redesign and have engagement plan. Heidi noted that she has some feedback to provide following recent administrative review committee participation. PWB will be ready to bring in late summer/fall	Information, Update, Recommendations
9	Low	written, meetings	Water Efficiency, Drought Analysis, Water Loss	PWB	Fritz/PWB	anytime		introduce the Water Smart program; analysis for drought impacts, communication, misconceptions; Water loss raised by public at 4/2 meeting. Need a PUB lead and to know PUB objectives for discussion.	Information

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10	Low	TBD	Economic pressures/Forecast BES/PWB ratings and impacts.	Citywide (OMF/BRFS)	PUB	After July 2019, include new members		These items were listed with Rate Methodology but are 2 separate topics. Overview could be an educational opportunity to expand knowledge base. PUB to consider Rate Methodology list first and determine if these topics connect.	Information, Updates
11	TBD	TBD	Trust in Tap Water	PWB	Fritz/PWB		Fall 2019	building community support among New Portlanders. Provide problem statement and determine support for a campaign to address. PUB feedback on whether this is a priority and discuss funding. Timeline/Priority TBD once some proposal can be considered.	Information, Recommendations
12	TBD		Proposed Levy ready district	BES/PWB	PUB	ON HOLD - legislature dependent		Contemplating combination of all the drainage districts - would include the Port, county. Intersects with treatment plant, new authority and revenue. (Jamie - OMF has been taking the lead, includes BES/Parks). Need to know PUB objectives for discussion to determine appropriate presenter.	TBD

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Low Priority and/or Updates to be Provided as Written Content

#	Priority	Format	Topic	Bureau	Source	Timeline	PUB Meetings	Notes/Next steps	PUB Action/Impact
13	Low	written	Stormwater auditor report	BES	PUB	Late Summer		director presented but never heard back follow up from consultant hired to find results. Green streets. Staff working on audit recommendations, should have results later in year.	Information, Updates
14	Low	written	Portland Harbor	BES	PUB	receive quarterly updates	March, June, Sept, Dec	rate impacts - how to start discussions with the community	Information, Updates
15	Low	written	CIP/Program progress updates - Tryon Creek, Biogas plant, dewatering solids	BES	PUB	Regular updates requested (Quarterly)	May, Aug, Nov, Feb	PUB chairs interested in updates on major capital projects. Request an update in writing, then Q&A if needed at a meeting (like Portland Harbor updates currently)	Information, Updates
16	Low	written	CIP/Program progress updates - Washington Park, Willamette Crossing, Mt Tabor, Filtration/Corrosion	PWB	PUB	Regular updates requested (Quarterly)	April, July, Oct, Jan	PUB chairs interested in updates on major capital projects. Request an update in writing, then Q&A if needed at a meeting (like Portland Harbor updates currently)	Information, Updates
17	Low	TBD	Staff engagement in national/regional organizations and expertise	BES/PWB	PUB	anytime			Information
18	Low	written support, monitor	Premium pay	Citywide (OMF/HR)	2-Fritz/PWB			Discussion around paying staff for multilingual capability - citywide priority for Commissioner that would impact utilities. PUB drafted a letter recommending a work group to address this issue for Council, BHR, OEHR, BES and PWB - sent 7/9/19. Future updates as needed (Cynthia Castro is lead in Fritz office)	Information
19	Low	written update	Procurement - changes and rate impacts	Citywide (OMF/BRFS)	PUB	Late Fall/early Winter update		charge fees to manage contracts, update on status and costs to BES/PWB. Update could be provided by OMF and CBO staff. Hiring still in process, OMF anticipates update available towards end of year. PUB recommends a written update and determine if follow up needed.	Information, Updates

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Ongoing and Annual Topics

#	Priority	Format	Topic	Bureau	Source	Timeline	PUB Meetings	Notes/Next steps	PUB Action/Impact
20	High	Meetings, public meetings	Community Engagement	PUB	1-Fritz/PWB PUB	April-June 2019 (Membership) July-Dec 2019 (engagement)		Commissioner interest in ensuring representation of Native Tribal Community on PUB Some PUB members interested in broadening community engagement (identified during individual check in meetings). Subcommittee??	Recommendations, Decision
21	High	written, meetings	Strategic Plan	BES/PWB	BES/PWB		5/16 BES PWB-Fall?	Update on strategic plan and implementation, connects to performance measures, could have potential budget impacts. PWB has quarterly written updates.	Update, Recommendations
22	High	meetings	Performance Measures - Bureau Development and Dashboard/Spotlight for PUB/Community	BES/PWB	PUB	Develop in Summer/Fall 2019, ongoing updates		important prep for next budget cycle. May/June bureaus do context setting for PM system and get feedback on community priority measures. Development ongoing, PWB ready by late August, BES in prep for budget. Dashboard-Identify key performance measures that PUB would like to track and then update regularly to track status and impact of decisions.	Recommendations
23	High	Written updates, meetings	Equity Plan and Issues	BES/PWB	PUB/BES	Intro Spring 2019, ongoing updates	5/7 - BES Introductions Sept- PWB intro Addl Updates TBD	hiring new staff, OEHR just got new director, may impact future budget requests as plans developed. information on how PWB and BES are supporting those with disabilities	Information, Updates
24	High	Meetings, documents	Requested Budget Rate Hearing	BES/PWB	PUB	November-June	various	Annual process begins in Fall/Winter through Spring. Rate Hearing in May, Adopted Budget by June.	Recommendations
25	High	Meetings, documents	Budget Monitoring	BES/PWB	PUB	Fall - Oct/Nov, Spring - April/May	April 18, 2019	Review of budget submittals, CBO reviews, and may include composing a letter of support/concern	Update, Recommendations
26	High	Meetings	Recruitment	PUB	PUB	Winter/Spring	March/Apr - outreach May 2019 - rec June 2019 - Council	Turnover annually with recruitment of 3-4 members, include outreach, subcommittee review and recommendations, Council appointment by June	Recommendations
27	High	Meetings, document	Annual Report	PUB	PUB	Fall	Aug/Sept 2019	Go to Council by end of September, update on prior year accomplishments and workplan for FY19-20	Information, Document Approval
28	High	Supplemental meetings	Onboarding	PUB	PUB	July-August	7/2 - co-chair Aug/Sept	Co-chair appointment in July 2019, Onboarding to bureaus and PUB content in first couple months for new members, coordinated by CBO staff and bureaus	Decision, Information
29	Medium	Survey, Meetings	Board Development	PUB	PUB	As needed		How group operates, goals as a group, workplan development.	Decision, Recommendations
30	Medium	Meetings, documents	Code and Bylaws updates	PUB	PUB	As needed	Aug 2019	Board identified concern regarding lack of clarity on board composition (specifically re: city staff on board), subcommittee to discuss in August 2019 and develop recommendations for code/bylaws changes	Recommendations