

## BAC meeting #1: Wednesday, November 19, 9-11 a.m.

### Welcome and introductions

- Steph Routh, Planning & Sustainability Commission (PSC)
- Troy Doss, BPS PTE17 Representative
- Michelle DePass, BPS Non-Rep Representative
- NaTasha Gaskin, BPS DCTU Representative
- Valeria McWilliams, PSC and Community Involvement Committee (CIC)
- Daniel Hafner, CIC
- Erica Thompson, PSC
- Noah Myhrum, City Budget Office
- Donnie Oliveira, BPS Deputy Director
- Julie Ocken, BPS Strategic Projects
- Nikoyia Phillips, BPS Equity & Engagement Manager

### Overview of BPS' mission and strategic plan, key initiatives

Walk through of BPS' 2021-24 Strategic Plan. We will share this electronically with BAC members when it's totally final.

Key components: We are aligning this strategic plan based on our mission statement – equity, health, prosperity, and resiliency.

One of the major things we'll be working on aligning over the next couple(ish) years is the Measurements we use in the plan with our budget Performance Measures, so we're tracking outcomes that are pertinent to our work with and for the community.

### Budget scenario and what areas the BAC can provide input

#### BAC role

- Understand the BPS work program, priorities, and funding sources.
- Share community perspective, particularly the needs and priorities of historically under-represented communities.
- Inform and advise on how BPS prioritizes its discretionary resources to achieved desired community outcomes.

Question: What does success look like for the BAC?

Question: What are you bringing to this process?

- Noah: Being able to prioritize BPS workplan while finding more stable funding. Prioritizing core functions with appropriate funding. I want to help BPS achieve goals through the budget process

for both the bureau and community. Partner and make sure community needs and aspirations are met.

- Daniel: BAC members understand how the budget is allocated and why. Be able to explain that to people in the community. Everyone on the BAC can openly and freely ask questions, particularly in the technical aspects. Education experience in community development but less experienced, so I'm bringing some fresh eyes.
- Valeria: Support programs/projects with the highest impact to the community and that support BPS' goals. Hopefully more staff capacity. I was on the BAC last year, so I have new questions this year. Would like to see a participatory budget process in the future. Housing and budget experience. Staff retention, particularly for new staff and opportunities for people of color. How we think about equity among BPS staff as well as in our work.
- Steph: What does self-determination and belonging look like? This is something that I think of in this work and on the PSC. How can we use this process to set BPS up to be the best partner it can be – since the bureau doesn't work alone on its work. The most impactful projects have been the community-led projects. How do we advocate for nourishing community-based organizations so they can lead? Funding communities.
- Michelle: Success is that this budget is about our morals and that it reflects priorities and voices of people of color. Academic background in community work and sustainable business. I live in NE Portland and have experienced the City's policies for decades... so a birds-eye view of the system.
- NaTasha: Getting Council to truly understand the major shortfall in BPS' staffing. Every time we lose staff, we lose knowledge and skills. We'll never meet our goals to reach and support community without staff. There will be years of time at BPS for new staff to be able to truly work on huge projects, so this needs to be a priority in our funding. I am showing up on the BAC again because there are only 2 people in my union at BPS, and I want to be sure we get through to Council that staff is what makes BPS run, and we are not at all at capacity to do our work.
- Troy: I've been with the bureau since it was the Bureau of Planning. So I speak from that perspective. We have the smallest level of staff than we have ever had in my time, but we have the same workload. I don't think some of the new things are necessarily out of our core focus, but we need to staff up and have a predictable budget so we can achieve what we and Council wants us to do. This next year should be about building staff capacity before we take on any new projects. We need to continue the work we are committed to, but we really need new long-term staff to join us to learn and do the work. I will continue to make sure we focus on the work we already have going, not new things that may come our way. Council needs to realize this is a General Fund program that really needs to be funded that way. One-time funding isn't working for ongoing work and programs if we say we care about East Portland, BIPOC communities, etc.
- Donnie: Continue to evolve the system of the BAC and how we can support the group. It's always felt like it's very turn-key. I want to listen to your insights and information you all bring to our work and what you see as our priorities. I am accountable for our budget ultimately.
- Nikoyia: Understanding limitations but also the participating of our BAC members. Success is for BAC members to understand the budget process and outcomes. And that the BAC provides recommendations and sees in the budget request where those things have been incorporated. I have an open mind going through the process, and I'm still learning new things about the budget work.

## Budget Structure

A 30,000-foot view and context of the budget. Last year was a really difficult budget process for staff – we submitted a budget that included 8 staff losses... and ended up with about 2 FTE losses.

## Revenues and Operating Costs

- While PCEF has been added, BPS over the course of its creation has been losing permanent funding almost every year – especially on the planning side. We've lost 21 staff in the last 12 years just in planning alone... about 33% of permanent staff. Even limited-term positions have dropped.
- Limited-term positions can be created relatively easily if we can fund them (e.g. if we receive grant funding). If the position is funded by ongoing funds, we can then ask Council to authorize our making the position permanent, but it's contingent on the funding source and what's available.
- A significant amount of our funding is for people/staff.
- We get about \$9.9M from General Fund. Solid waste Management Fund (SWMF) is about \$7M. IAs about \$400,000. Grants about \$1M, which is pretty low for us. And PCEF is \$72M – we are currently working to drill down on this number though.
- Many of our funding sources are constrained and may not be flexible in what we can use the funds for. E.g. PCEF and grants are very prescriptive in how the money can be used (typically to do a specific deliverable). SWMF is also specific about where/how we can use the funding. Even within General Fund, we have some commitments for those dollars (e.g. overhead). But this is where we may have the most opportunity to shift work.
- Climate has had 4 General Fund positions since the bureau was formed, which is limited considering we're in a climate emergency. We are looking at other avenues for revenue (e.g. climate tax) to better staff this work.
- Michelle: I am working with the Spatial Justice Team, and I'm wondering if there is an opportunity to make the case and think about who we are planning for? So we are planning for people of color. Donnie: There is an opportunity but the long-range is often a challenge to fund the work.
- Erica: Without much background, can you provide an explanation about why the budget is going down while our goals are all going up? Donnie: So many things influence this – the type of money (ongoing versus one-time funds). The cost of doing business.

## Program funding

- We have committed resources in the past year to a full Equity & Engagement Team. This is now its own program that we want to see thrive without overlap into other areas of our work.
- PCEF has changed the business operations of BPS. We have historically be a program model, but with \$70M annually, this changes how we plan and fund.
- Internal Services includes HR, Communications, Bureau Administration, Tech Services, as well as overhead costs.
- EMS for Waste is mostly going to the public trash system going to COBID-certified businesses.

## Program Offers

- This is how we structure our service delivery. Each program offer has measurements, value proposition, and budget. Lots of these are hold-overs from when BPS was two separate bureaus.
- These show like they are equal weighting... but, for example, Smart City PDX is 2 FTE, while PCEF is about 16. This is an important thing to understand based on how we want to shape the budget.
- Michelle: It would be hard to compare asks for each program offer – are they equally weighted in that light? Donnie: Each program offer shows equally (e.g. structure, description, etc). This is how we organize ourselves, so the question would be in the details of the funding sources, staffing.
- Erica: What does it look like for BPS to access funding from the infrastructure bill or recovery act? Donnie: We are still very much negotiating for these resources in the second round that we're looking at soon. This is going to be built into this budget process. For the infrastructure bill, White House leadership is interested in the build-back better bill – if that passes, they will roll out together. If not, the focus will be on infrastructure in a variety of ways to access the funds. Our local reps have been stumping for lots of transportation funding. Noah: We just confirmed this request for ARPA funds will be through this budget process.

## Next Steps

- BAC members should review the program offers document. What are you interested in learning more about and/or expand on?
- At the December 6 BAC meeting, we will discuss our workplans and how/where money is being spent.
- As we get clarity on our funding, we can share the entitlements/commitments so BAC members can have some grounding.
- We will be hearing about our base budget from the City Budget Office and ARPA funding opportunities at our next December meeting as well. There will be Decision Package requests (cuts and/or requests to add) we'll know more about and start thinking about that will support our strategic plan.