



**City of  
Portland, Oregon**  
**Bureau of Development Services**  
FROM CONCEPT TO CONSTRUCTION

Dan Ryan, Commissioner  
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## BDS Budget Advisory Committee

**Meeting Agenda**  
**Thursday, November 4, 2021**  
**9:00 a.m. – 11:00 a.m.**

<b>1. 9:00 a.m.</b>	<b>Welcome</b>	Rebecca Esau
<b>2. 9:10 a.m.</b>	<b>City Budget Office</b>	Douglas Imaralu
<b>3. 9:15 a.m.</b>	<b>Bureau Overview</b> <ul style="list-style-type: none"> <li>• Mission / Vision</li> <li>• BDS Overview</li> <li>• Organizational Structure / Key Issues <ul style="list-style-type: none"> <li>○ Communications, Equity &amp; Policy Development</li> <li>○ Land Use Services</li> <li>○ Plan Review Services</li> <li>○ Permitting Services</li> <li>○ Residential &amp; Commercial Inspections Services</li> <li>○ Property Compliance Services</li> <li>○ Technology, Training &amp; Continuous Improvement</li> <li>○ Business Operations &amp; Finance Services</li> </ul> </li> </ul>	Rebecca Esau BDS Division Managers
<b>4. 9:45 a.m.</b>	<b>Commissioner Dan Ryan’s Office</b>	Commissioner Dan Ryan
<b>5. 9:50 a.m.</b>	<b>Budget Process</b> <ul style="list-style-type: none"> <li>• Budget 101</li> <li>• Timeline of Events</li> <li>• BAC Role / Tasks</li> </ul>	Elshad Hajiyev
<b>6. 10:00 a.m.</b>	<b>BDS Finances &amp; Financial Planning</b> <ul style="list-style-type: none"> <li>• Operating Fund</li> <li>• State law</li> <li>• Financial Plan</li> <li>• Economic Outlook</li> <li>• Workload &amp; revenue statistics</li> <li>• Line-Item Budget</li> </ul>	Kyle O’Brien Kathy Lyndon Ray Galinat
<b>7. 10:30 a.m.</b>	<b>Discussion</b>	Committee
<b>8. 10:55 a.m.</b>	<b>Next Meeting (Wednesday, December 8)</b>	

**Handouts:**

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| <ol style="list-style-type: none"> <li>1. BDS Organizational Chart</li> <li>2. FY 2022-23 Budget Preparation Process</li> <li>3. Line-Item Budget</li> <li>4. Explanation of Line Items</li> <li>5. Budget Speak Dictionary</li> <li>6. Major Workload Parameters</li> <li>7. Non-Cumulative Cost Recovery Report</li> </ol> | <ol style="list-style-type: none"> <li>8. Business Continuity Plan Summary</li> <li>9. Economic Outlook</li> <li>10. FY 2021-22 BAC Report</li> </ol> <p><u>Optional Materials (available online)</u></p> <ul style="list-style-type: none"> <li>• <a href="#">FY 2021-22 Requested Budget</a></li> <li>• <a href="#">5-Year Financial Plan</a></li> </ul> |
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# Bureau of Development Services

## Fall/Winter 2021-22 Budget Advisory Committee (BAC) Roster

Name	Representing	Organization
Adriel Person	Community	Community Member
Barbara Alexander	Community	Hacienda CDC
Cleo Davis	Community	Property Owner
Kevin Foster	Community	Property Owner
Lauren Golden Jones	Industry	Development Review Advisory Committee
Sean Green	Industry	Development Review Advisory Committee
Steve Lee	Industry	Development Review Advisory Committee
Susan Steward	Industry	Building Owners & Managers' Association
Chris Woo	BDS Equity Committee	Bureau of Development Services
Hannah Bryant	Represented Staff (Protec) Land Use Services	Bureau of Development Services
Oretha Storey	Non-Represented Staff Business Operations & Finance Services	Bureau of Development Services
Tara Carlson	Represented Staff (DCTU) Plan Review	Bureau of Development Services
Timothy Novak	BDS Equity Committee	Bureau of Development Services