FY 2013-14 Spring Supplemental Budget: Requests and Recommendations

This document provides detail on all bureau requests and CBO recommendations. A separate document on the CBO website is available for a more summarized discussion of each bureau.

To navigate this document easily, open the Bookmarks pane and click on the desired bureau.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Attorney **Type:** Carryover Request

Request: AT_002 - Compliance Officer and Community Liaison

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(240,000)	240,000	0
TOTAL EXPENDITURES	**(240,000)**	**240,000**	**0**
REVENUES			
General Fund Discretionary	(240,000)	240,000	0
TOTAL REVENUES	**(240,000)**	**240,000**	**0**

Bureau Description:

The office requests to carryover $240,000 specifically budgeted in FY2013-14 for a Compliance Officer and Community Liaison contract. As part of the City's settlement agreement with the DOJ, OMF and the City Attorney's Office estimated the annual cost of the contract to be $240,000. The contract has not been finalized for various reasons that are out of the direct control of the City Attorney's Office. In addition, new information indicates that annual costs may significantly exceed the original estimate. The office suggests a carryover of the budgeted funds into next year to meet these additional unexpected costs.

CBO Discussion and Recommendation

The City Budget Office does not recommend this request. If the actual cost of the contract is above the initial estimate, the City Attorney's Office may request an increase in General Fund discretionary ongoing funding.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Attorney **Type:** Technical Adjustment

Request: AT_003 - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(126)	0	(126)
External Materials and Services	126	0	126
TOTAL EXPENDITURES	**0**	**0**	**0**
FTE			
Full-Time Positions	0.25	0.00	0.25
TOTAL FTE	0.25	0.00	0.25

Bureau Description:

The office has identified numerous benefits of reclassifying one Senior Deputy City Attorney position into two Honors Attorney positions. This will help the office meet additional workload demands in the litigation, land use and labor and employment areas with realigned resources The office also expects to use this as a tool to recruit and train highly talented recent law school graduates from diverse backgrounds with a demonstrated interest in public service. This will help to advance the City's goal of achieving equity in all of its programs. The Bureau of Human Resources is in the process of developing a new Honors Attorney classification for Council approval. Therefore, a position with a comparable pay structure has been used as a placeholder.

CBO Discussion and Recommendation

Recommended as requested. These new attorney positions will help the office manage workload, offer several recent law school graduates a chance to enter public service, and help advance the City's equity goals.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Auditor **Type:** Technical Adjustment

Request: AU_009 - Spring BMP Tech Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	14,000	0	14,000
External Materials and Services	(50,266)	0	(50,266)
Internal Materials and Services	55,266	0	55,266
TOTAL EXPENDITURES	**19,000**	**0**	**19,000**
REVENUES			
Interagency Revenue	19,000	0	19,000
TOTAL REVENUES	**19,000**	**0**	**19,000**

Bureau Description:

The Auditor's Office requests technical adjustments in its operating budget that transfer funds from External Materials & Services to Internal Materials & Services to cover expenses for office moves in City Hall ($14,500), project management of security improvements in the Hearings Office ($5,500), printing costs in the 1900 Building ($500), replacement copiers ($2,221), copier repair services ($1,000), former employee benefits ($7,545), postage for increased number of mailings ($5,000), server storage cost increase ($9,500), data network charges ($2,500), a CGIS project to map complaints received by IPR ($5,000), and various past BTS work orders ($2,000). Additional adjustments increase Personal Services in the Assessments, Finance and Foreclosure division to cover vacation payout for a retiring employee ($6,500) and increased benefits costs for the new employee ($7,500). The Interagency Agreement between the LID fund and the Auditor's Office for this program is increased by $19,000 to cover expenses incurred by this program.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Auditor **Type:** Carryover Request

Request: AU_010 - AU Carryover Request: LAS Replacement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(90,000)	90,000	0
External Materials and Services	(160,000)	160,000	0
TOTAL EXPENDITURES	**(250,000)**	**250,000**	**0**
REVENUES			
General Fund Discretionary	(250,000)	250,000	0
TOTAL REVENUES	**(250,000)**	**250,000**	**0**

Bureau Description:

The Lien Accounting System (LAS) is a legacy, mainframe-based system that maintains assessments and liens against property for multiple bureaus and funds in the City: Transportation, Parks, Environmental Services, Development Services, Water, the Local Improvement District fund, and the General fund. It has over 4,230 active accounts and 2,240 pending lien accounts. There are approximately 148,000 inactive lien records with permanent retention requirements. The current total outstanding balances being billed is approximately $85.4 million, with an additional $16.5 million pending assessment. This system is an Auditor's Office system, but it is a critical financial system for multiple bureaus and thousands of property owners who have financed their assessments.
The LAS is over 25 years old, written in an increasingly obsolete and hard to maintain language; it resides on the City's mainframe, which is scheduled for decommission at the end of FY 2014-15. The Auditor's Office has been aggressively seeking solutions to replacing or re-hosting the LAS for the better part of a decade, but has had numerous setbacks and requests from OMF for project pauses that have delayed implementation of a solution. If the LAS is the only remaining system on the mainframe at the time of its scheduled decommission, maintenance costs alone will be over $1 million per year, an expense that the Auditor's Office and the LID fund cannot absorb.

The Auditor's Office, along with BTS and others in OMF, is currently evaluating solution proposals for the LAS. The initial review of proposals shows that the project will be more costly and involve more risk than originally planned due to the tight timeline and limited staff resources available to assist. In order to partially offset the costs above what was originally envisioned, the Auditor's Office is requesting carryover of unspent Personnel Services and External Materials & Services funds to next fiscal year. These unexpended funds are primarily resulting from vacancy and salary savings, curtailed travel and education spending, and a significant portion of the Professional Services budget that was not needed in the current fiscal year. Because this project is so critical to so many bureaus and members of the Community, the Auditor's Office would like to apply $250,000 of its projected General Fund savings to this project next year.

CBO Discussion and Recommendation

CBO does not recommend. This carryover request of $250,000 utilizes bureau identified savings across programs. Spring BMP guidance defines General Fund program carryover as "requests that received a current year appropriation for one-time projects." Nonetheless, CBO acknowledges that replacing the LAS is an urgent issue which is critical to operations for multiple City bureaus and funds.These include Parks, Transportation, Water, Environmental Services, Development Services, Auditor's Office, LID fund and General fund.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Auditor **Type:** New Request

Request: AU_011 - Increase Cash Transfer LID to PBOT

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	420,000	0	420,000
TOTAL EXPENDITURES	**420,000**	**0**	**420,000**
REVENUES			
Bond and Note	420,000	0	420,000
TOTAL REVENUES	**420,000**	**0**	**420,000**

Bureau Description:

Increase Cash Transfer from LID to PBOT by $420,000 for costs related to the NE 97th Ave LID project. The offset is increased Note Sale Revenues.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Auditor **Type:** New Request

Request: AU_012 - Increase Cash Transfer to BES & Water

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	815,000	0	815,000
TOTAL EXPENDITURES	**815,000**	**0**	**815,000**
REVENUES			
Bond and Note	815,000	0	815,000
TOTAL REVENUES	**815,000**	**0**	**815,000**

Bureau Description:

Increase Cash Transfers from LID fund to BES and Water Bureau. Transfer represents an estimate of the portion of bond sale revenues that may be received from a Limited Tax Improvement Bond for assessment loan contracts pending sale for each respective bureau. The cash transfer is offset by an increase in Bond Sale Revenues.

1) Increase Transfer to BES = $720,000
2) Increase Transfer to Water = $95,000

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Auditor **Type:** Technical Adjustment

Request: AU_013 - Misc Technical Adjustments - LID

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	19,000	0	19,000
Bond Expenses	0	0	0
Contingency	557,877	0	557,877
TOTAL EXPENDITURES	**576,877**	**0**	**576,877**
REVENUES			
Budgeted Beginning Fund Balance	576,877	0	576,877
Bond and Note	0	0	0
TOTAL REVENUES	**576,877**	**0**	**576,877**

Bureau Description:

Adjust LID Beginning Fund Balance, increase Auditor/LID interagency agreement, and increase contingency.
--Increase Beginning Fund Balance to actual FY 2012-13 CAFR ending balance.
--Increase Auditor/LID interagency for additional personnel and internal service costs.
--Increase Contingency for adjustments to Beginning Fund Balance reduced by IA costs.

1) Beginning Fund Balance-400001 = $576,877
2) Administration & Support Services-652201 = $19,000
3) Contingency-571100 = $557,877

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the City Auditor **Type:** Carryover Request

Request: AU_014 - AU Carryover Request:Records Management Training

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(30,000)	30,000	0
TOTAL EXPENDITURES	**(30,000)**	**30,000**	**0**
REVENUES			
General Fund Discretionary	(30,000)	30,000	0
TOTAL REVENUES	**(30,000)**	**30,000**	**0**

Bureau Description:

The Auditor's Office requests carryover of $30,000 from the Archives and Records Management division budget to fund development of Records Management training for all City employees. The need for general, Citywide training in records management and retention responsibilities is growing as employees move away from paper and increasingly use digital communication and electronic media to generate records. The risks that these changes pose to the City will not diminish until employees are provided with the training, knowledge, and tools they need to better manage the records they generate. This training is one critical piece of improving the City's records management capabilities, although it does not address the need for additional TRIM licenses to ensure employees have a common tool for managing their digital records. Archives and Records Management has generated saving in its External Materials & Services budget this year and requests the carryover of those savings in order to fund this critical training need.

CBO Discussion and Recommendation

CBO does not recommend per Spring BMP guidance which defines General Fund program carryover as “requests that received a current year appropriation for one-time projects.” On its merits, CBO recognizes that this training will hasten Council’s mandate that bureau managers ensure that employees are trained in document retention policies and practice.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: City Budget Office **Type:** Carryover Request

Request: BO_002 - Carryover for Hatfield Fellow

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(15,000)	15,000	0
Internal Materials and Services	(20,000)	20,000	0
TOTAL EXPENDITURES	**(35,000)**	**35,000**	**0**
REVENUES			
General Fund Discretionary	(35,000)	35,000	0
TOTAL REVENUES	**(35,000)**	**35,000**	**0**

Bureau Description:

Carryover savings in BTS billable time and external materials and services to fund a Hatfield Fellow in FY 2014-15 on a one-time basis.

CBO Discussion and Recommendation

The City Budget Office recommends against the request because it does not align with the Spring BMP carryover guidance. However, Council should weigh the priority of this request against the need to preserve ending fund balance, and consider funding this carryover if it is a high enough priority.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Fire & Police Disability & Retirement **Type:** Technical Adjustment

Request: DR_006 - Increase Database Budget for Labor Costs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(20,000)	0	(20,000)
Capital Outlay	20,000	0	20,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request increases the capital budget for the FPDR database by $20,000 to cover internal labor costs associated with capital improvements to the database. FPDR failed to budget for capitalizable personnel expenses in the Adopted Budget. Funds will be transferred from another major object category.

CBO Discussion and Recommendation

This request is approved as requested to reallocate funds from external materials and services to capital outlay.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Fire & Police Disability & Retirement **Type:** Technical Adjustment

Request: DR_007 - Decrease Interagency Amounts for Fire and Police

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	(230,000)	0	(230,000)
Contingency	230,000	0	230,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

FPDR reimburses the Fire and Police Bureaus for PERS contributions on most PERS-covered sworn employees. This request reduces the Fire reimbursement by $140,000 (from $2.85 M to $2.71 M) and the Police reimbursement by $90,000 (from $3.56 M to $3.47 M). The reductions will better align the budgets of all three bureaus with expected spending, as the Police and Fire Bureaus made fewer hires and/or hired later in the year than anticipated.

CBO Discussion and Recommendation

This request is approved as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_009 - Transfer of Noise Program Reserves to ONI

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	56,742	0	56,742
Contingency	(56,742)	0	(56,742)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Noise Control program serves to minimize the community's exposure to the potentially negative physiological and psychological effects of excessive noise and to protect, promote, and preserve the public health, safety, and welfare. The Noise Control Program, including all related resources, requirements, and FTEs was transferred to the Office of Neighborhood Involvement (ONI) effective July 1, 2013. The Office of Neighborhood Involvement assumed all program administration responsibilities in FY 2013-14 and beyond. As a result, BDS is transferring remaining Noise Control program reserves to ONI. ($56,742)

CBO Discussion and Recommendation

This request is to transfer the fund balance associated with the Noise Control Program Reserves from BDS to the Office of Neighborhood Involvement (ONI). The funds are in the BDS program reserves. Execution of this transfer will complete the program relocation from BDS to ONI. The CBO recommends this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_010 - Adjustment to IA with the Facilities

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	155,000	0	155,000
Contingency	(155,000)	0	(155,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

An adjustment of $155,000 to the interagency agreement with Facilities to add appropriation for internal moves.

CBO Discussion and Recommendation

BDS has been working with OMF- Facilities on the space utilization planning in the 1900 Building. There is a Project Manager and project costs incurred for relocating BDS staff. This request is consistent with CBO projections to ensure the bureau does not overspend in the interagency agreement. BDS has sufficient program reserves to support this request. The CBO recommends this request as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_011 - Adjustment to IA with Bureau of Technology Servi

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	360,000	0	360,000
Contingency	(360,000)	0	(360,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

An adjustment of $360,000 to the interagency agreement with the Bureau of Technology Services to add appropriation for expenditures associated with internal moves, new employee set up, and to prevent over expenditure.

CBO Discussion and Recommendation

This request is to increase the interagency between BTS and BDS for technology and communication support by $360,000. BDS has required additional BTS resources associated with increasing staff and moving staff within the 1900 Building. This request is consistent with CBO projections to ensure the bureau does not overspend in the interagency agreement. BDS has sufficient program reserves to support this request. The CBO recommends this request as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_012 - Adjustment for Portland Milwaukie Light Rail Gra

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	7,000	0	7,000
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
Contingency	4,500	0	4,500
TOTAL EXPENDITURES	**11,500**	**0**	**11,500**
REVENUES			
Intergovernmental Revenues	11,500	0	11,500
TOTAL REVENUES	**11,500**	**0**	**11,500**

Bureau Description:

An adjustment to add appropriation to expenditures and intergovernmental revenues for services provided to TriMet related to the Portland Milwaukie Light Rail project.

CBO Discussion and Recommendation

This is a technical adjustment to recognize grant covered expenses. The CBO recommends approval of this request as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_013 - Adjustment for ITAP

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(2,027,969)	0	(2,027,969)
Capital Outlay	2,838,726	0	2,838,726
Bond Expenses	(98,796)	0	(98,796)
Contingency	(711,961)	0	(711,961)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

An adjustment to move appropriation for ITAP from professional services to capital expenditures.

CBO Discussion and Recommendation

This is a technical adjustment to transfer budget for ITAP from professional services to capital outlay where the expense is occurring. There is no increase to the ITAP budget. The CBO recommends approval of this request as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_014 - Adjustment to External Material and Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	350,000	0	350,000
Contingency	(350,000)	0	(350,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

An adjustment of $550,000 to add appropriation to external material and services expenditures for additional expenditures associated with the bureau assessment project, training initiatives, nuisance abatement, and maintenance of the new permit tracking system.

CBO Discussion and Recommendation

BDS requests to move $350,000 from contingency to support expenses through the remainder of the fiscal year. The bureau is projecting that the major object category could spend close to budget and this request would prevent programmatic overspending. BDS has been receiving increased revenues that will backfill the draw on programmatic reserves. The CBO recommends approval of this request as submitted.

Bureau: Bureau of Development Services **Type:** Technical Adjustment

Request: DS_015 - Adjustment to IA with ONI

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,000	0	2,000
TOTAL EXPENDITURES	**2,000**	**0**	**2,000**
REVENUES			
Interagency Revenue	2,000	0	2,000
TOTAL REVENUES	**2,000**	**0**	**2,000**

Bureau Description:

An adjustment of $2,000 to add appropriation to the IA with ONI for landlord training sessions.

CBO Discussion and Recommendation

This request will recognize an interagency agreement between ONI and BDS for $2,000 for landlord training conducted by BDS. The CBO recommends this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Development Services **Type:** New Request

Request: DS_016 - CAFR Balance True-Up

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	10,849,677	0	10,849,677
TOTAL EXPENDITURES	**10,849,677**	**0**	**10,849,677**
REVENUES			
Budgeted Beginning Fund Balance	10,849,677	0	10,849,677
TOTAL REVENUES	**10,849,677**	**0**	**10,849,677**

Bureau Description:

This request will true-up the budgeted beginning Fund Balance to the finalized FY 2012-13 CAFR balance. The CAFR balance is $10.8 million greater than the budgeted amount.

CBO Discussion and Recommendation

This is a technical request to adjust the budget to match the finalized CAFR. The CBO recommends this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Emergency Communications **Type:** Technical Adjustment

Request: EC_006 - Adjust Beginning Fund Balance to CAFR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	1,902	0	1,902
TOTAL EXPENDITURES	**1,902**	**0**	**1,902**
REVENUES			
Budgeted Beginning Fund Balance	1,902	0	1,902
TOTAL REVENUES	**1,902**	**0**	**1,902**

Bureau Description:

This request adjusts the beginning fund balance, estimated at the time of budget development, to the amount reported in the Comprehensive Annual Financial Report issued by the City Office of Management and Finance for the fiscal year ending June 30, 2013. The BOEC portion of the fund balance is $2,482,969. This request adjusts the budget to this number. The CAFR is usually available in December and BOEC submits the adjustment in the next budget monitoring process.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Emergency Communications **Type:** Compensation Set Aside Request

Request: EC_007 - Request General Fund Compensation Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	415,539	0	415,539
TOTAL EXPENDITURES	**415,539**	**0**	**415,539**
REVENUES			
Fund Transfers - Revenue	415,539	0	415,539
TOTAL REVENUES	**415,539**	**0**	**415,539**

Bureau Description:

This request asks for the General Fund Compensation Set-Aside funds be appropriated into the BOEC operating budget. The funds are needed for personnel costs identified during the budget process and expended during the year. In prior budget years the General Fund distribution to BOEC was included in the adopted budget General Fund support level to BOEC. For the FY 1314 budget, the CBO directed BOEC to remove the General Fund portion of these costs from the submitted budget as they were to be included as a compensation set-aside, which could be requested in the Spring Bump. FY 1314 is the first year that these funds were not included in the adopted budget, but set-aside. Portland pays about 80% of the BOEC operating costs, the regional partners pay about 20%. BOEC included the partner cost share amount related to the compensation set-aside costs, COLA and benefit increases, in the submitted/adopted budget.

CBO Discussion and Recommendation

Projected personnel services spending is likely to exceed budgeted amounts by year end, largely driven by spending in overtime and premium pay.

Projecting that exact cost will depend upon how much overtime is required; however, this amount is projected to be as much as $400,000 over budget. Projections account for the savings and costs of hiring eight of 10 vacancies for the February training academy, potential compensation time payouts and 0.9% retroactive COLA increase included in the recently-approved collective bargaining agreement.

Please see the key issues section for further analysis.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Emergency Communications **Type:** New Request

Request: EC_008 - Retention of FY 1213 Portland Operating Surplus

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	555,813	(555,813)	0
Contingency	0	0	0
TOTAL EXPENDITURES	**555,813**	**(555,813)**	**0**
REVENUES			
Fund Transfers - Revenue	555,813	(555,813)	0
TOTAL REVENUES	**555,813**	**(555,813)**	**0**

Bureau Description:

Each year after the CAFR is available, BOEC reviews actual operating revenues and actual operating expenses for the prior year. At the request of the BOEC User Board, estimated year-end costs are invoiced on the high side to ensure that all costs are covered. This results in an operating surplus. This request is connected to request EC_010 and BOEC requests that Council approval BOEC to retain the FY 1213 Portland operating surplus to be used for FY 1314 expenditures above the adopted budget level and for contingency additions to support cash flow requirements. To approve the request Council needs to approve EC_011 as acceptance of the refund from BOEC fund balance/contingency to the General Fund; and approve this request EC_008 as a return of the funds from the General Fund to BOEC. Should the Council decide not to allow BOEC to retain these funds, approval of EC_011 would return the funds from BOEC to the General Fund, and non-approval of this request would not return the funds to BOEC. The BOEC partner portion of their refund amount is addressed in subsequent requests in this Spring Bump, the partners have requested a refund of the surplus and authorized BOEC to invoice up to the return amount for costs above the adopted budget in FY 1314. In Fy 1213 total operating expenses were about 96.5% of operating revenues, the operating surplus was about 3.5%.

CBO Discussion and Recommendation

Each year the Emergency Communication Fund transfers funds to the General Fund due to prior year underspending. For General Fund bureaus, the underspending falls to balance at the end of the year, and for non-General Fund bureaus, any unspent General Fund resources are transferred back based upon prior year actual spending. In FY 2012-13, the bureau spent $555,813 less than required from their General Fund discretionary appropriation. The bureau has requested to retain its GF underspending for the purposes of maintaining a positive cash balance in the Emergency Communication Fund in FY 2014-15.

Though primarily funded by the General Fund, the bureau receives installments from partner jurisdictions and revenues from the State 9-1-1 tax, all of which are accounted in the Emergency Communication Fund. Due to approximately a 3-month lag in payment from the State and infrequent payment for a few costly items, such as payment for license fee for the Versadex Computer Aided Dispatch and the CAD debt service (both accruing in May or June), the Emergency Communication Fund may have a negative balance in several months during the year.

City funds can be in a cash deficit during the year without significant repercussions, so long as the fund does not have a negative balance by year end. If cash flows results in a negative balance mid-year, the fund is charged negative interest until the fund balance is positive. (Funds are pooled in a central account, and so the City does not rely on credit to cover negative fund balances.)

To avoid instances where BOEC could incur negligible interest costs when the Emergency Communication Fund is negative, CBO will adjust the cash transfer from the General Fund to the Emergency Communication Fund. In FY 2014-15, the Emergency Communication Fund will receive its General Fund transfer in equal quarterly transfers (in contrast to equal monthly transfers as currently the case), thus limiting the possibility of the Emergency Communication fund incurring any additional costs due to a negative cash balance.

CBO recommends the transfer of underspending to the General Fund in the full amount of $555,813 (EC_011) and does not recommend that the bureau's request to retain underspending (EC_008) for the purposes of cash flows.

The bureau is unlikely to need any additional General Fund resources in FY 2013-14, as both the bureau and CBO agree that the materials and services budget is not likely to be overspent. Rather, any potential overspending will occur in PS services, for which, CBO recommends compensation set aside (EC_007).

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Emergency Communications **Type:** Technical Adjustment

Request: EC_009 - BOEC Partner FY 1213 Operating Surplus Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(144,998)	0	(144,998)
TOTAL EXPENDITURES	**(144,998)**	**0**	**(144,998)**
REVENUES			
Intergovernmental Revenues	(144,998)	0	(144,998)
TOTAL REVENUES	**(144,998)**	**0**	**(144,998)**

Bureau Description:

In a recent User Board meeting, BOEC discussed the desire to retain the BOEC partner operating surplus for FY 1314 anticipated expenditures above the adopted budget level. The partners at the meeting requested that the operating surplus be refunded, and that any operating cost shares above the adopted budget level be invoiced to the partners during FY 1314. This request shifts the surplus from BOEC contingency to the partner revenue line item as a refund. This refund has been approved by the City Controller and the CAO, and has been processed by central accounting. This request adjusts the budget to reflect the refund.

CBO Discussion and Recommendation

This request returns partner jurisdictions' portions of FY 2012-13 underspending, similar to the transfer of underspending that occurs in prior years. Please see EC_010 for the CBO discussion.

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Emergency Communications **Type:** New Request

Request: EC_010 - Increase Revenue from Partners

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	144,998	(144,998)	0
TOTAL EXPENDITURES	**144,998**	**(144,998)**	**0**
REVENUES			
Intergovernmental Revenues	144,998	(144,998)	0
TOTAL REVENUES	**144,998**	**(144,998)**	**0**

Bureau Description:

In connection to request EC_009, this request increases anticipated revenue from the partners equal to the refund amount. This action will increase the budgeted BOEC operating revenue by $144,998 from the partner agencies for anticipated expenditures above the adopted budget level. This request plus request EC_008 (rentention of Portland refund) combine to a percentage share of approximately 80/20 between Portland and our partners in accordance with the methodology for sharing operating costs.

CBO Discussion and Recommendation

This request creates increases the personnel services budget so that the bureau can invoice partner jurisdictions for potential overspending in FY 2013-14. The requested amount is based on FY 2012-13 underspending of partner jurisdictions; however, projected overspending in personnel services is due to overtime costs in FY 2013-14. CBO projects that the bureau could overspend its Personnel Services budget by up to $400,000, which will be covered by compensation set aside. (See EC_007 for additional information on this request.)

Personnel services overspending is not projected to exceed the compensation set aside amount of $415,539, and the bureau is not projected to overspend in materials and services budget. As such, the bureau should not require additional resources from partner jurisdictions, because the amount of resources provided by partner jurisdictions is based on full personnel services costs, including their portion of compensation set aside.

CBO does not recommend this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Emergency Communications **Type:** New Request

Request: EC_011 - FY1213 BOEC Operating Surplus to General Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	555,813	0	555,813
Contingency	(555,813)	0	(555,813)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This description is similar and connected to EC_008. Each year after the CAFR is available, BOEC reviews actual operating revenues and actual operating expenses for the prior year. At the request of the BOEC User Board, estimated year-end costs are invoiced on the high side to ensure that all costs are covered. This results in an operating surplus. This request is connected to request EC_008 and BOEC which requests that Council approvel BOEC to retain the FY 1213 Portland operating surplus to be used for FY 1314 expenditures above the adopted budget level and for contingency additions to support cash flow requirements. To approve the request Council needs to approve EC_011 as acceptance of the refund from BOEC fund balance/contingency to the General Fund; and approve EC_008 as a return of the funds from the General Fund to BOEC. Should the Council decide not to allow BOEC to retain these funds, approval of EC_011 would return the funds from BOEC to the General Fund, and non-approval of EC_008 would not return the funds to BOEC. The BOEC partner portion of their refund amount is addressed in subsequent requests in this Spring Bump, the partners have requested a refund of the surplus and authorized BOEC to invoice up to the return amount for costs above the adopted budget in FY 1314. In Fy 1213 total operating expenses were about 96.5% of operating revenues, the operating surplus was about 3.5%.This

CBO Discussion and Recommendation

Recommended as requested.

Please see EC_008 for discussion.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** New Request

Request: EM_005 - Convert Limited Term Position To Regular

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**
FTE			
Full-Time Positions	0.25	0.00	0.25
Limited Term Positions	0.25	0.00	0.25
TOTAL FTE	0.50	0.00	0.50

Bureau Description:

The bureau would like to convert the Senior Community Outreach & Information Representative position from a Limited Term position to Regular Permanent. This position was previously reclassified from a Limited Term Program Specialist. Permanent status of the position is requested to fulfill necessary emergency preparedness community outreach and support the Public Information Officer. This decision package aligns with the Mayor's key priorities for FY 2014-15.

CBO Discussion and Recommendation

PBEM has identified internal General Fund resources to support converting a limited term Sr. Community Outreach and Information Representative to an ongoing position. This realignment is part of the bureau's ongoing shifting of support from grant funded positions to the General Fund. The CBO recommends this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Technical Adjustment

Request: EM_006 - UASI 2012 Grant - Transfer Grant Allocation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(117,000)	0	(117,000)
TOTAL EXPENDITURES	**(117,000)**	**0**	**(117,000)**
REVENUES			
Intergovernmental Revenues	(117,000)	0	(117,000)
TOTAL REVENUES	**(117,000)**	**0**	**(117,000)**

Bureau Description:

Urban Areas Security Initiative Grant 2012 (UASI) - Reduce PBEM's grant allocation in the current fiscal year and transfer to the appropriate bureau for anticipated spending.

CBO Discussion and Recommendation

The CBO recommends approval as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Technical Adjustment

Request: EM_007 - UASI 2011 Grant - Increase Grant Appropriation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(276,526)	0	(276,526)
External Materials and Services	2,070,838	0	2,070,838
TOTAL EXPENDITURES	**1,794,312**	**0**	**1,794,312**
REVENUES			
Intergovernmental Revenues	1,794,312	0	1,794,312
TOTAL REVENUES	**1,794,312**	**0**	**1,794,312**

Bureau Description:

Urban Areas Security Initiative Grant 2011 (UASI) - Increase grant appropriation to bureau in the current fiscal year to complete regional spending plans.

CBO Discussion and Recommendation

The CBO recommends approval as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Technical Adjustment

Request: EM_008 - Interagency Adjustment with PPB

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,000	0	10,000
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	**10,000**	**0**	**10,000**
REVENUES			
Interagency Revenue	10,000	0	10,000
General Fund Discretionary	0	0	0
TOTAL REVENUES	**10,000**	**0**	**10,000**

Bureau Description:

The Portland Bureau of Emergency Management is the administrator of the State Homeland Security Grant program for the Community Emergency Notification System (CENS). PBEM currently has IAs with PPB and PWB in support of this system. The current request is to receive interagency revenue from PPB to support CENS for FY 2013-14. Expenses have been appropriated in the current Fiscal Year.

CBO Discussion and Recommendation

Request to recognize the interagency revenue from the Portland Police Bureau for call-out functionality of the CENS. This request is approved as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Carryover Request

Request: EM_009 - SHSP 13-235 Grant - Carry-over Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(19,150)	0	(19,150)
TOTAL EXPENDITURES	**(19,150)**	**0**	**(19,150)**
REVENUES			
Intergovernmental Revenues	(19,150)	0	(19,150)
TOTAL REVENUES	**(19,150)**	**0**	**(19,150)**

Bureau Description:

PBEM is requesting to carry-over the State Homeland Security Grant 12-135 to FY 2014-15. This grant provides eight months of bridge funding to continue the existing WebEOC capabilities for Washington, Columbia, and Multnomah Counties and participating agencies hosted on Portland's WebEOC license. In addition, this grant funds the WebEOC administrators to attend the annual WebEOC conference for advance training.

CBO Discussion and Recommendation

The CBO recommends approval as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Carryover Request

Request: EM_010 - SHSP 13-236 Grant Carry-over Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(25,000)	0	(25,000)
TOTAL EXPENDITURES	**(25,000)**	**0**	**(25,000)**
REVENUES			
Intergovernmental Revenues	(25,000)	0	(25,000)
TOTAL REVENUES	**(25,000)**	**0**	**(25,000)**

Bureau Description:

The State Homeland Security grant supports the Community Emergency Notification System (CENS). This request will carry-over grant funds to FY 2014-15 for continuation of the service contract for CENS as well as conducting an annual test and updating the Alert & Warning Annex to incorporate lessons learned from the CENS test. Grant funds will expire December 31, 2014.

CBO Discussion and Recommendation

PBEM has requested General Fund support for the CENS beginning in FY 2014-15. The current contract expires in August 2014 and this carryover request is to meet the payment obligations in the first quarter of the new fiscal year. The grant will no longer be a resource for the CENS and the General Fund will pay for the ongoing operations of the CENS. The CBO recommends approval as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Carryover Request

Request: EM_012 - UASI 2012 Grant Carry-over Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(614,753)	0	(614,753)
TOTAL EXPENDITURES	**(614,753)**	**0**	**(614,753)**
REVENUES			
Intergovernmental Revenues	(614,753)	0	(614,753)
TOTAL REVENUES	**(614,753)**	**0**	**(614,753)**

Bureau Description:

Urban Areas Security Initiative Grant 2012 (UASI) - PBEM forecasts grant expenditures based on anticipated project timelines. A grant extension for FY 2012 has been granted for regional spending plans to be completed. PBEM requests UASI 2012 be carried over to FY 2014-15.

CBO Discussion and Recommendation

Recommended grant carryover as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Technical Adjustment

Request: EM_014 - Bureau Internal Adjustment to IA in Grant Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(13,419)	0	(13,419)
Internal Materials and Services	13,419	0	13,419
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This technical adjustment allocates grant funds to support current Interagency Agreements. The Emergency Management Performance Grant will partially subsidize PBEM's rent and technology services for the new Emergency Coordination Center for FY 2013-14.

CBO Discussion and Recommendation

This request will allocate the IA costs for the ECC between the general fund and the grant fund. The EPMG grant is paying for 50% of the operating costs of the ECC and the original budget for this expense was loaded in the General Fund portion of PBEM. With the grant covering 50% of the operations of the ECC, PBEM will likely underspend the general fund allocation as the CAL was increased to cover the operations of the ECC. Unspent discretionary funds will fall to General Fund ending fund balance. The CBO recommends this request, however the CBO does not consider the use of grant funds to be a long term sustainable resource for funding the operations of the ECC.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Carryover Request

Request: EM_015 - Natural Hazard Mitig. Plan - Carry-over Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(25,000)	0	(25,000)
TOTAL EXPENDITURES	**(25,000)**	**0**	**(25,000)**
REVENUES			
General Fund Discretionary	(25,000)	0	(25,000)
TOTAL REVENUES	**(25,000)**	**0**	**(25,000)**

Bureau Description:

PBEM is requesting a one-time carry-over of $25,000 from the FY 2013-14 budget to FY 2014-15. We have been notified of a tentative award for $240,000. The carryover would provide a portion of the required 25% match contribution for the update of the Natural Hazard Mitigation Grant. Funds will be used to hire a contractor to complete the mandatory update of the 2010 Natural Hazard Mitigation Plan.

CBO Discussion and Recommendation

The Natural Hazard Mitigation Grant was awarded in late December 2013. The grant requires a 25% General Fund match to hire a contractor to complete the updates to the mitigation plan. These funds are in PBEM's current EM&S budget, however with the late timing of the grant award it is not likely that the project will be complete by June 30, 2014. PBEM has requested to carryover the appropriation into the next fiscal year when the expenses is more likely to occur. The CBO recommends this request for programmatic carryover.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Emergency Management **Type:** Technical Adjustment

Request: EM_016 - Interagency Adjustment - CityFleet

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(43,995)	0	(43,995)
Internal Materials and Services	43,995	0	43,995
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is a bureau internal adjustment to Internal M & S. Additional funds are being allocated to PBEM's IA with CityFleet. No new funds are being requested with this action.

CBO Discussion and Recommendation

PBEM requested to purchase a vehicle for transporting the communications trailer to alternative locations if needed. Funding for this purchase was identified by PBEM as underspending in EM&S. PBEM will have increased IA expenses from CityFleet as a result of this purchase. The CBO recommends approval of this request as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_008 - BES Spring BMP Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(70,050)	0	(70,050)
External Materials and Services	(387,520)	0	(387,520)
Internal Materials and Services	37,038	0	37,038
TOTAL EXPENDITURES	**(420,532)**	**0**	**(420,532)**
REVENUES			
Intergovernmental Revenues	(420,532)	0	(420,532)
TOTAL REVENUES	**(420,532)**	**0**	**(420,532)**

Bureau Description:

The following adjustments to Grants totaling <$420,532> are required by project managers. The CIP grant adjustments total <$35,570> and the Operating grant adjustments total <$389,962>.

The bureau's FY 2013-14 grant budget reflects estimated requirements as of January 2013 – the time when the bureau prepared its requested budget. Due to underspending in FY 2012-13, the bureau requests to increase the budget of four grants. Funding of three EPA grants, totaling $292,000, will be passed onto residential and commercial property owners who are willing to modify or improve properties in ways that achieve grant and program goals.
<$143,962> EPA Innovative Wet Weather Program (ES000000)
This grant relies on partners willing to construct unique stormwater features on their properties. Work under an IGA with Metro to construct a "Green Wall" at the Expo Center has been deferred until FY 14/15.

<$40,000> EPA Brownfields: Petroleum & Hazardous Waste Assessments (ES000036)
This grant relies on partners willing to perform Brownfield environmental assessment activities on their properties. There were fewer partners than originally anticipated and therefore a reduction in resources for professional services to perform assessments.

<$201,000> EPA Brownfields Revolving Loan Fund Cleanup (ES000037)
This grant provides funds to establish a Portland Brownfields Revolving Loan Fund (PBRLF). The expenditure of these grant funds relies on partners willing to perform Brownfield cleanup activities on their properties. Funds are being reduced for Emerson Clean-up, a project that became ineligible for funding upon final EPA review.

$9,000 Metro Baltimore Woods Phase II (ES000038)
This grant provides funds to stabilize and restore a BES land acquisition at Baltimore Woods. The project is ahead of schedule and the grant will be fully expended this FY 13/14.

<$44,570> PBOT's Milwaukie Light Rail (TR000094)
BES charges directly to this PBOT grant. Fewer personal services and bureau overhead were needed than originally budgeted.

CBO Discussion and Recommendation

Recommended as requested.

Two of the bureau's grant adjustments revised expenses downward for grants awarded in FY 2011-12; both grants respond to market demand for environmental assessment and cleanup of Brownfield sites. The EPA Petroleum & Hazardous Waste Assessments grant has expensed over 85% of the $400,000 award. Currently only 20% of the one million granted for Revolving Loan Fund Cleanup has been expensed; over $800,000 remains.

The remaining three grants adjustments reflect work schedule adjustments and fewer services required than were anticipated (for Milwaukie Light Rail).

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_009 - Operating Program Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	258,132	0	258,132
Internal Materials and Services	181,479	0	181,479
Capital Outlay	726,960	0	726,960
Contingency	(1,166,571)	0	(1,166,571)
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Charges for Services	0	0	0
Miscellaneous	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_009 - Operating Program Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments

Bureau Description:

Operating Program Adjustments are categorized within the Spring BMP as “New Request” as manny of these are new adjustments, and resources as “Contingency” as the large or unforeseen adjustments access contingency for budget authority.

Wastewater Services
$25,188 transfer from External Materials and Services to PBOT-MO interagency for unplanned asset failure repair services. Another $7,000 of materials and services was shifted internally to complete the repair, for a total cost of $32,188. The repairs were made to secondary treatment processes, an underground sludge line and at Alderwood Pump Station.

$50,000 transfer from External Materials and Services to PBOT-MO interagency for providing vactor and camera services utilizing internal services when feasible.

$726,960 from contingency to provide appropriation for vehicles and equipment received in this fiscal year. Most of the vehicles/equipment was budgeted in prior years. The equipment is used for the Collections System Program, mostly utilized by PBOT-MO.

$250,000 from contingency for operating lease costs related to biosolids land applications to Madison Ranch in Eastern Oregon.

$19,404 from contingency for an interagency with the Bureau of Human Resources for the extension of benefits for former employees.

Watershed Services
$2,225 transfer from External Materials and Services to a Parks interagency to conduct survey services for the April Hill Park wetland protection and enhancement project.

$40,000 transfer from External Materials and Services to a Bureau of Technology Services interagency for LiDAR mapping flight in support of the bureau’s Stormwater System Plan.

$1,700 transfer from External Materials and Services to a PBOT interagency to support Sunday Parkways. The Johnson Creek Watershed provided the sponsorship funds as the May Sunday Parkway event is being held in the SE Portland.

$12,000 from External Materials and Services to a Parks interagency to reimburse them for the cost of fencing provided by a Parks’ contractor for the Westmoreland (ESA) Crystal Springs water quality project.

$189,245 from contingency to provide budget appropriation for eco roof incentive payments. $100,000 of the $289,245 incentive payments were absorbed internally by Watershed Services.

$107,940 of internal transfers from Watershed Services to Engineering Services, specifically Watershed Revegetation Program. $2,200 is for work in Johnson Creek to establish native groundcover to deter erosion, $90,240 is for air-gap climbing vines in the Willamette Watershed and $15,500 is for protecting the existing riparian tree canopy by fencing trees in areas of beaver activity in the Columbia Slough.

Engineering Services
$107,940 of internal transfers from Watershed Services to Engineering Services, specifically Watershed Revegetation Program. See Watershed Services.

Pollution Prevention Services
$44,962 of balancing reductions in Field Operations monitoring and Lab Services within the BES Internal Services charge-back system. This is adjustment is not related to any changes in funding, strictly removing negative appropriations as required by the CBO.

Business Services
$200,000 from contingency for additional appropriation in Wholesale Contracts. These are contracts with other jurisdictions for sewer and stormwater services near City of Portland service lines.

Fund 608
Business Services and Portland Harbor
$68,000 from contingency to provide for Business Services’ $66,000 in emergency repairs to the Guilds Lake parking lot and hydrant system. $2,000 to provide for Portland Harbor’s additional appropriation for Bureau of Technology Services.

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_009 - Operating Program Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments

CBO Discussion and Recommendation

Recommended as requested, with the excpetion of the $250,000 increase in anticipated expense for Madison Ranch transfers. The bureau has reconsidered this adjustment and requested its elimination.

This package re-allocates just under $1,358,000 from contingency to cover seven previously unbudgeted expenses the bureau describes above. The bureau has chosen to allocate contingency to these expenses rather than recognize and allocate additional expected rate revenue. Both unused contingency and excess rate revenues will fall to balance at year end. The largest expenses are a $727,000 fleet purchase delayed from FY 2012-13, $200,000 in expenses to Cleanwater Services resulting from larger than anticipated flow to their system for treatment, and $189,000 for Ecoroof incentive payments contracted in FY 2012-13. The bulk of contingency re-appropriation is within the Sewer Operating Fund; $68,000 is within the Environmental Remediation Fund.

This package also moves $131,113 in expenses to six interagency accounts and moves $107,940 between programs.

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_010 - Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	15,000	0	15,000
External Materials and Services	1,461,830	0	1,461,830
Contingency	513,000	0	513,000
TOTAL EXPENDITURES	**1,989,830**	**0**	**1,989,830**
REVENUES			
Charges for Services	1,350,000	0	1,350,000
Interagency Revenue	374,830	0	374,830
Miscellaneous	265,000	0	265,000
TOTAL REVENUES	**1,989,830**	**0**	**1,989,830**

Bureau Description:

In all cases with the revenue interagencies, if BES personnel costs were included, those amounts were returned to Contingency, as BES personnel are already budgeted.

$325,000 from PBOT for Green Street Project support. The costs have already been incurred and this is a ‘housekeeping transaction.” The majority of the projects are in SW and NE Portland.

$15,600 from Parks for Materials Testing Services: $1,600 at the Delta Park Maintenance Facility and $14,000 for Springwater Slide. Resources are for additional contract personnel.

$26,230 from Parks for Revegetation Services: $5,585 for Marcum Natural Park restoration and $20,645 for Tolinda Trail services.

$8,000 from OMF for Coordinated Site Analysis related to surplus property.

Recognize $400,000 in revenue from Portland Loo sales in Business Services. $320,000 is appropriated to miscellaneous for the fabrication costs of the loos. The balance of $80,000 is placed in contingency.

Recognize $250,000 in revenue from sewer and stormwater utility charges to fund additional Utility License Fees resulting from increased revenues.

Recognize $750,000 in utility service charges above the adopted budget. Under the terms of a new intergovernmental agreement with the Multnomah County Drainage Districts (MCDD), to be in effect by fiscal year-end, the revenue will be used to pay $750,000 in stormwater service expenses to MCDD in the current fiscal year.

Fund 608
Portland Harbor
Recognize $350,000 of utility service charges to provide for 1.) a $20,000 increase in the Utility License Fee resulting from the additional revenues, 2.)$15,000 to personnel, 3.) $80,000 to other materials and services, with the balance of $235,000 placed in contingency.

Revenue Reduction
<$135,000> adjustment to reduce the expected revenue from sale of methane gas to Malarkey Roofing. The reduction in sales of gas is due to problems with Malarkey's system.

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_010 - Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments

CBO Discussion and Recommendation

Recommended as requested.

This package recognizes close to two million in new revenues, including $1,350,000 in utility charges, only a portion of the nearly $4 million in Charges for Service the bureau projects it will receive above budget. Revenues are only recognized as necessary to cover related expenses. The drivers for this revenue increase are broad and cross customer classes; both Single Family Residential and Commercial rate revenues are projected to end the year 4% above budget. A new IGA with Multnomah County Drainage District (MCDD) stormwater fees was implemented this year, which included $750,000 of cost sharing of MCDD operations. Rate revenues are assigned to 1) increased Utility License Fee expense, 2) Multnomah County Drainage District service expense, and 3) contingency, in the case of the Environmental Remediation Fund ($350,000 of the rate revenues are recognized here).

In addition to rate revenue, this package recognizes just under $375,000 in new IA revenue. The bulk is from PBOT for reimbursements on ten green street projects; close to $42,000 is from Parks for revegetation services and materials testing.

Lastly, the package includes a net increase of $265,000 in miscellaneous revenues: $400,000 in Portland Loo sales (revised budget of $490,000 will reflect partial payment on five anticipated sales by year end) and a $135,000 reduction in revenue from Malarkey purchase of methane gas (remaining contract amount is $165,000).

Bureau: Bureau of Environmental Services **Type:** Technical Adjustment

Request: ES_011 - CIP Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	4,310,000	0	4,310,000
Internal Materials and Services	5,904,000	0	5,904,000
Capital Outlay	(10,214,000)	0	(10,214,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

CIP adjustments are categorized within the Spring BMP as “Technical” as these are budget changes driven by where the costs were actually booked and “Internal” as the budget is moved from other areas within the CIP. These types of changes are ‘housekeeping.’ The total CIP budget is reduced by $67,570 - the net adjustments made by changes in Grant appropriations.

The CIP Program reflects $10,214,000 of internal adjustments, the result of which nets to zero. Appropriation is being provided for External (+$4,310,000) and Internal (+$5,904,000) Materials and Services from Capital Outlay resources.

The Maintenance and Reliability Program reduced by $1,325,000, specifically in capital outlay. The Phase 2 Pipe Rehab project has incurred delays in construction timing.

The Sewage Treatment Program has adjustments of $305,000.

The Surface Water Management Program increased $569,000.

The Systems Development Program increased $383,430.

CBO Discussion and Recommendation

Recommended as requested.

As of April 11, CIP spending equates to 60% of the bureau’s revised budget. The bureau estimates it will spend roughly 86% the $118.9 million revised CIP budget by year-end. The only decreases the bureau requests for the CIP budget, however, derive from grant adjustments. Outside of grant adjustments, the bureau’s CIP BMP requests consist of $10.2 million in adjustments between projects and between materials and services spending and capital outlay. The most notable project adjustment is within Phase 2 Pipe Rehab, a CIP program with a $29.5 million allocated in the Adopted Budget. The bureau reduces this budget by $1.325 million (4%) due to design delays in some projects within this CIP program.

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_012 - Fund Transfers

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Fund Transfers - Expense	(5,000,000)	0	(5,000,000)
Contingency	(97,430,000)	0	(97,430,000)
TOTAL EXPENDITURES	**(102,430,000)**	**0**	**(102,430,000)**
REVENUES			
Charges for Services	1,850,000	0	1,850,000
Fund Transfers - Revenue	(4,280,000)	0	(4,280,000)
Bond and Note	(100,000,000)	0	(100,000,000)
TOTAL REVENUES	**(102,430,000)**	**0**	**(102,430,000)**

Bureau Description:

Fund Transfers are categorized within the Spring BMP as “New Request” as these are new adjustments, and “Contingency” as the majority of these adjustments reduce revenues (delay of bond sale) and offset by additional System Development Charges (SDC) revenue.

Sewer Operating Fund, SDC Sewer System Operating Subfund and Debt Redemption Fund -
This adjustment recognizes $1,850,000 of additional residential and commercial SDC revenue in the SDC Sewer System Operating Subfund of 600001 and appropriates it to fund debt service payments within the Debt Redemption Fund (609000), as proscribed under ORS 227.307. Conversely, the transfer from the Sewer Operating Fund (600000) is reduced by $1,850,000 to reflect the reduction of rate cash to fund the debt service payments.

Sewer Construction Fund
This adjustment removes the planned spring 2014 bond sale, reflecting the delay of the bond sale into FY 2014-15. $100,000,000 of bond proceeds will be removed with this adjustment.

There is no adjustment to the Debt Redemption Fund as no debt service payments from the spring bond sale were budgeted in the current fiscal year.

Sewer Operating Fund and Sewer Rate Stabilization Fund (RSF) –
Eliminate $2,000,000 in cash transfers from the Rate Stabilization Fund as additional cash is not required to meet revenue bond coverage. Reduce $2,000,000 to contingency.

Sewer Rate Stabilization Fund –
$2,000,000 elimination of cash transfers from the Rate Stabilization Fund to the Operating Fund as additional cash is not required to meet revenue bond coverage. Increase contingency by $2,000,000.

Sewer Operating Fund, Sewer Rate Stabilization Fund and Sewer Construction Fund –
Increase transfers by $13,000,000 from Sewer Operating to the Rate Stabilization Fund. $10,000,000 is from a reduction of transfers to the Construction Fund and $3,000,000 is from contingency.

Sewer Rate Stabilization Fund –
Increase transfers from Sewer Operating Fund by $13,000,000 and place in contingency for future use to smooth and reduce future rate increases.

Sewer Construction Fund –
Decrease $10,000,000 in transfers from Sewer Operating Fund due to higher transfers to the Rate Stabilization Fund, and reduce contingency

Sewer Operating Fund and Sewer Construction Fund –
Reduce transfers from the Sewer Construction Fund by $6,000,000, reduce contingency by $6,000,000.

Sewer Construction Fund –
Decrease $6,000,000 in transfers to Sewer Operating Fund, increase contingency by $6,000,000

Sewer Construction Fund – SDC Liens Bond Sale –
$720,000 increase of the transfer of bond proceeds from the LID Construction Fund to the Sewer Construction Fund as a larger than budgeted Local Tax Improvement Bonds (LTIB) bond sale will occur this spring. Additional funds add to contingency. New properties connecting to the BES sewers are required to pay Systems Development Charges and Line and Branch charges to buy into the existing system and contribute towards the costs of the sewer available to them. The City offers financing of these charges, after which the Auditor's Office will bundle these financing contracts into a bond sale to "cash out" BES, distributing BES's share of the bond proceeds through a cash transfer.

Bureau: Bureau of Environmental Services **Type:** New Request

Request: ES_012 - Fund Transfers

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments

CBO Discussion and Recommendation

Recommended as requested.

The largest movement in this package is the budget elimination of a $100 million bond sale that has been delayed until summer 2014 (FY 2014-15). This movement reduces bond revenue and contingency expense within the Sewer Construction fund.

Other fund transfer adjustments result from revenues above budget.

New SDC revenue of $1,850,000 is recognized (within the Operating Fund) and transferred to the Debt Redemption Fund, replacing more flexible rate revenue that was previously budgeted to move between these funds.

Fund transfers ($2 million) from the Rate Stabilization are eliminated, as the debt service coverage planning target of 1.30 will be met without this transfer.

Transfers from the Operating Fund to the Rate Stabilization Fund are increased by $13 million, resulting in a revised budget of $19 million in ending fund balance. This is roughly 2.4 times the bureau's target operating reserve of 8% of operating expenses. This is a positve adjustment and an indication of financial health. The bureau contributes to this fund above budgeted transfers when excess net operating revenues allow. Transfers to this fund are classified as operating expenses, and thus are constrained by the debt service coverage ratio target (net operating revenue - including transfers from the Rate Stabilization Fund - 1.3 times higher than debt service). The 30% 'extra' net revenue above debt service costs can be directed to construction costs (via transfers to the Sewer Construction Fund), Utility License Fee payments or other non-operating expenditures, or debt service. In the current year, net revenue is projected to increase due to: 1) $4 million in higher than anticipated rate revenues, 2) a fall refinancing of the 2003A sewer bonds, which decreased current year debt service by $3.5 million, and 3) a higher overhead rate for CIP reimbursement, which reallocated an additional $3 million from operating to capital expenses. These positive impacts to net revenue allowed the bureau to redirect a planned $10 million transfer from the Operating Fund to the Sewer Construction Fund to the Rate Stabilization Fund instead. An additional three million was transferred from Operating Fund contingency to the Rate Stabilization Fund.

Lastly, transfers from the Construction Fund to the Operating Fund are reduced by $6 million due to CIP spending below budget, requiring fewer reimbursements, and an additional $720,000 in Local Improvement District lien bond sales is recognized within the Sewer Operating Fund as a cash transfer from the Auditor's Office (which manages LID bond sales).

Bureau: Bureau of Environmental Services **Type:** Technical Adjustment

Request: ES_013 - Internal Budget Adjmts needing no council action

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The following adjustments have been included in the Spring BMP but are only technical shifts of budget that needs no council action.

Watershed Services
$5,000 shift within Personnel Services between Watershed Services and Business Services to provide resources for a Future Connect intern.

$1,648,356 shift in Functional Areas to reflect where the Friends of Trees and BES contract tree planting are charged. This disconnect was discovered in reviewing BRASS Program Reports for FY 2014-15.

$4,250 and $3,545 shift between external materials accounts for general ledger “clean-up.”

$45,000 increase in Internal BES Services for Revegetation services to the Willamette Watershed. This adjustment reflects an adjustment in internal rates charged to the watershed by the revegetation charge-back process.

$48,700 of shifts within external materials and services to provide proper accounting and additional resources for Science, Fish and Wildlife’s (ESA) contracts with intergovernmental partners.

$25,000 shift within external materials and services for additional USGS modeling work in the Johnson Creek Watershed.

$60,000 shift in the Sustainable Stormwater Program within external materials and services for truing up the budget to actual expenditures.

Engineering Services
$305,665 shift in Functional Area to reflect where the budget should be. It was originally counted as Downspout Disconnection and should have been reflected as Clean River Rewards. This disconnect was discovered in reviewing BRASS Program Reports for FY 2014-15.

$124,884 shift in funding to augment RDII (rain derived infiltration and inflow) project costs due to greater consequence of failure if not funded adequately. The estimated actual cost for lateral replacement/repair for the RDII Program. This increase was identified when project bid, but request for additional funds was held until the bureau had some history with work and certainty of final cost. This shift is from Private Property Retrofit Construction to Lateral Construction on Private Property for RDII, project EZ0006, Upper Hillsdale RDII, (same G/L account 525000).

Wastewater Services
$100,000 shift in funding for unplanned/unbudgeted asset failure in the secondary treatment processes. The funds were freed up when other repairs, budgeted in operating, was included in a CIP project. The $100,000 was then used to repair the secondary, an operating maintenance expense.

Pollution Prevention Services
$25,000 shift to provide for additional purchases to support the flow monitoring program. $25,000 from Repair and Maintenance Services will fund $20,000 Minor Equipment and Tools and $5,000 to Operating Supplies to provide for increases in consumable supplies due to analytical methods changes and consumable flow monitoring supplies.

CBO Discussion and Recommendation

Recommended as requested.

This package involves budget changes that do not require Council approval. No funds are shifted between major object categories (e.g., between materials and services and personnel) or between funds. The changes are largely aimed at proper accounting, to ensure alignment between budget and actuals.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Fund & Debt Management **Type:** New Request

Request: FM_004 - Interest Payment for Business License Refunds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Bond Expenses	10,000	0	10,000
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	**10,000**	**0**	**10,000**
REVENUES			
Fund Transfers - Revenue	0	0	0
General Fund Discretionary	10,000	0	10,000
TOTAL REVENUES	**10,000**	**0**	**10,000**

Bureau Description:

Due to a change in the way Business License refunds are handled, interest is now charged to the General Fund. Appropriation is necessary to cover this charge and prevent an over-expenditure.

CBO Discussion and Recommendation

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Fund & Debt Management **Type:** New Request

Request: FM_006 - Spring BMP BOEC Transfer

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Fund Transfers - Revenue	555,813	0	555,813
General Fund Discretionary	(555,813)	0	(555,813)
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

CBO Discussion and Recommendation

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Fund & Debt Management **Type:** Technical Adjustment

Request: FM_007 - BDS Transfer of Noise Reserves to ONI

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Fund Transfers - Revenue	56,742	0	56,742
General Fund Discretionary	(56,742)	0	(56,742)
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

This is a technical package that receives the cash transfer from BDS to the General Fund to transfer Noise Reserves to ONI. A companion request allocates General Fund discretionary to ONI. A third request carries those funds over.

CBO Discussion and Recommendation

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** Compensation Set Aside Request

Request: FR_011 - Compensation Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	800,000	0	800,000
TOTAL EXPENDITURES	**800,000**	**0**	**800,000**
REVENUES			
General Fund Discretionary	800,000	0	800,000
TOTAL REVENUES	**800,000**	**0**	**800,000**

Bureau Description:

This request is for $800,000 of the $2.3 million allocated to PF&R from the General Fund compensation set-aside to cover the projected year-end personnel services expenditures. The over-expenditure is a result of the unfunded COLA expenses, which were not included in PF&R's adopted budget, but were instead placed in the General Fund Compensation Set-Aside. PF&R is able to absorb some of the COLA expenses with vacancies savings; however, PF&R will need $.8 million from the General Fund Compensation Set-Aside to cover the projected Personal Services budget shortfall and ensure expenditures don't exceed budget at year-end

CBO Discussion and Recommendation

Recommended. With the compensation set-aside added to PF&R's budget, CBO projects that the bureau will end up spending 99.5% of its personnel services budget in the General Fund. CBO also notes that funds from the SAFER grant and a cash transfer from the bureau's apparatus replacement reserve in the General Fund only partially cover the 26 positions that were eliminated during the FY 2013-14 budget development process, and the bureau has to use internal savings to help pay for the two companies.

Bureau: Portland Fire & Rescue **Type:** New Request

Request: FR_012 - Appropriate State conflagration reimbursement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	125,651	0	125,651
TOTAL EXPENDITURES	**125,651**	**0**	**125,651**
REVENUES			
Intergovernmental Revenues	125,651	0	125,651
TOTAL REVENUES	**125,651**	**0**	**125,651**

Bureau Description:

This request appropriates the reimbursement from the state for the salary costs associated with PF&R's wildland fire responses.

CBO Discussion and Recommendation

Recommended. On the expenses side, the bureau is budgeting the funds in overtime, and the funds are needed there because the bureau is projected to overspend this line item (but not personnel services as a whole with all the BMP changes including the addition of the compensation set aside).

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** Technical Adjustment

Request: FR_013 - Extension of Health Benefit Charges - BHR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(43,966)	0	(43,966)
Internal Materials and Services	43,966	0	43,966
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request reimburses the Bureau of Human Resources $43,966 for health benefit costs incurred due to benefits being extended to a former PF&R employee(s) or spouses during this fiscal year.

CBO Discussion and Recommendation

Recommended. The bureau is transferring the funds from the outside contract labor line item in its repair and maintenance budget for this purpose.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** Mid-Year Reductions

Request: FR_015 - Reduce FPDR Reimbursement for OPSRP Charges

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(140,000)	0	(140,000)
TOTAL EXPENDITURES	**(140,000)**	**0**	**(140,000)**
REVENUES			
Interagency Revenue	(140,000)	0	(140,000)
TOTAL REVENUES	**(140,000)**	**0**	**(140,000)**

Bureau Description:

This request reduces the FPDR interagency by $140,000 to accommodate lower than projected OPSRP costs occurring in PF&R. FPDR reimburses PF&R for the actual expenditures incurred which are projected to be less than budgeted. Prior to January 2014, PF&R hasn't hired any new firefighters since FY2011-12. PF&R's personnel services budget will be reduced by $140,000 to offset the $140,000 decrease in IA revenues from FPDR reimbursement.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** Technical Adjustment

Request: FR_016 - Innovation Fund - Pulse Point

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	108,000	0	108,000
TOTAL EXPENDITURES	**108,000**	**0**	**108,000**
REVENUES			
General Fund Discretionary	108,000	0	108,000
TOTAL REVENUES	**108,000**	**0**	**108,000**

Bureau Description:

This request appropriates the $108,000 received from the Innovation Fund for our Pulse Point/CPR project. Pulse Point is a smart phone app which notifies subscribing citizen volunteers that a cardiac arrest has occurred close to them, and where the nearest defibrillator is located. Some of the funds will be used to conduct CPR classes, which will be made available free to all Portland neighborhoods.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** Carryover Request

Request: FR_017 - Carryover Request - Pulse Point

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(108,000)	0	(108,000)
TOTAL EXPENDITURES	**(108,000)**	**0**	**(108,000)**
REVENUES			
General Fund Discretionary	(108,000)	0	(108,000)
TOTAL REVENUES	**(108,000)**	**0**	**(108,000)**

Bureau Description:

This request will carryover the entire $108,000 PF&R received to implement Pulse Point. Project planning is underway although no expenditures will occur this fiscal year.

CBO Discussion and Recommendation

Recommended by CBO as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** Technical Adjustment

Request: FR_018 - Increase BTS Interagency Agreement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(119,000)	0	(119,000)
Internal Materials and Services	119,000	0	119,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request increases PF&R's interagency agreement with BTS by $119,000 to prevent the I/A being overspent at year-end. The additional resources will be appropriated to cover higher than budgeted strategic technology expenses, as well as other service areas.

CBO Discussion and Recommendation

Recommended. The additional expenses were incurred by the BTS programmers working on the Fire Information Systems. PF&R is transferring the funds from its budget for local match payments for grants budgeted in the bureau's Prevention section.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Fire & Rescue **Type:** New Request

Request: FR_019 - Grant Adjustment-Reprogrammed UASI Funds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,921	0	1,921
External Materials and Services	124,958	0	124,958
TOTAL EXPENDITURES	**126,879**	**0**	**126,879**
REVENUES			
Intergovernmental Revenues	126,879	0	126,879
TOTAL REVENUES	**126,879**	**0**	**126,879**

Bureau Description:

This requests adds $200,000 of reprogrammed USAI grant funds to the external materials & services budget.

CBO Discussion and Recommendation

Recommended. The amount is actually $126,879. Most of the funds are from an UASI 2012 grant that the bureau is budgeting for operating supplies in its Marine Program.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** New Request

Request: HC_008 - Severe Weather Winter Shelter

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	58,000	0	58,000
TOTAL EXPENDITURES	**58,000**	**0**	**58,000**
REVENUES			
Miscellaneous	0	0	0
General Fund Discretionary	58,000	0	58,000
TOTAL REVENUES	**58,000**	**0**	**58,000**

Bureau Description:

PHB is requesting Council approve $58,000 general fund one-time to cover costs associated with the February severe weather event.

CBO Discussion and Recommendation

Recomended as requested. One-time operational funding should come from General Fund contingency and is available for unforseen requests, as is the case for this package. The bureau has, in recent years, received multi-year allocations that are used as necessary and carried over when not needed. It has been replenished out of contingency, as needed.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** New Request

Request: HC_009 - New Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	500	0	500
External Materials and Services	157,784	0	157,784
TOTAL EXPENDITURES	**158,284**	**0**	**158,284**
REVENUES			
Budgeted Beginning Fund Balance	15,000	0	15,000
Intergovernmental Revenues	95,227	0	95,227
Interagency Revenue	2,000	0	2,000
Miscellaneous	46,057	0	46,057
TOTAL REVENUES	**158,284**	**0**	**158,284**

Bureau Description:

PHB is requesting Council approval to increase appropriation in order to realize new revenue in support of PHB programs. The revenues are $72,557 of TIF program income and $60,000 from Multnomah County.

CBO Discussion and Recommendation

Recommended as requested. The intergovernmental revenues from Multnomah County provide additional funding for East County outreach to those experiencing homelessness.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** Carryover Request

Request: HC_010 - Rebudget Project Resources

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(5,101)	0	(5,101)
External Materials and Services	(12,191,533)	0	(12,191,533)
Internal Materials and Services	0	0	0
Contingency	24,676	0	24,676
TOTAL EXPENDITURES	**(12,171,958)**	**0**	**(12,171,958)**
REVENUES			
Budgeted Beginning Fund Balance	(50,000)	0	(50,000)
Intergovernmental Revenues	(12,048,849)	0	(12,048,849)
Bond and Note	(65,609)	0	(65,609)
Miscellaneous	(7,500)	0	(7,500)
TOTAL REVENUES	**(12,171,958)**	**0**	**(12,171,958)**

Bureau Description:

PHB is requesting Council approval to reduce development project appropriations in the current fiscal year in response to project timelines. Pending approval, these reductions will mirror corresponding increases in FY 14/15 Approved Budget.

CBO Discussion and Recommendation

Recommended as requested. Variances in budget appropriations and projected actuals is not atypical for development projects. The Urban Renewal Area (URA) projects funded through TIF include: The Abigail ($3,300,000) and The Medford ($1,476,000) in the River District; King/Parks ($1,750,000) in the Interstate Corridor; Glisan Commons ($1,591,721) in the Gateway District, and Grays Landing curtailment ($794,173) in the North Macadm District. Additional projects include PCRI/Maggie Gibson ($1,425,000) funded through CDBG and Vista de Rosa ($1,075,000) funded through HOME.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** Technical Adjustment

Request: HC_011 - Innovation Fund XML Data Sharing

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	48,000	0	48,000
TOTAL EXPENDITURES	**48,000**	**0**	**48,000**
REVENUES			
Fund Transfers - Revenue	48,000	0	48,000
TOTAL REVENUES	**48,000**	**0**	**48,000**

Bureau Description:

PHB is requesting Council approval to increase appropriation to reflect innovation fund award for XML Data Sharing project.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** Technical Adjustment

Request: HC_012 - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(40,750)	0	(40,750)
External Materials and Services	162,559	0	162,559
Internal Materials and Services	(101,809)	0	(101,809)
Contingency	(20,000)	0	(20,000)
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Charges for Services	37,000	0	37,000
Intergovernmental Revenues	3,037	0	3,037
Miscellaneous	(40,037)	0	(40,037)
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

PHB is requesting Council approval for a number of technical adjustments to the bureau's budget with no net increase or decrease at the fund level.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** Carryover Request

Request: HC_013 - HC Carryover Request for Staff Equity Training

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(10,000)	0	(10,000)
TOTAL EXPENDITURES	**(10,000)**	**0**	**(10,000)**
REVENUES			
General Fund Discretionary	(10,000)	0	(10,000)
TOTAL REVENUES	**(10,000)**	**0**	**(10,000)**

Bureau Description:

PHB is requesting Council approval for a one-time $10,000 General Fund reduction in order to allow PHB to carry forward resources for staff equity training.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** Carryover Request

Request: HC_014 - Rebudget Opportunity Funding

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(20,639)	0	(20,639)
External Materials and Services	(31,218,686)	0	(31,218,686)
Internal Materials and Services	72,559	0	72,559
Contingency	(2,189,029)	0	(2,189,029)
TOTAL EXPENDITURES	**(33,355,795)**	**0**	**(33,355,795)**
REVENUES			
Budgeted Beginning Fund Balance	(1,382,304)	0	(1,382,304)
Intergovernmental Revenues	(23,962,956)	0	(23,962,956)
Bond and Note	(7,424,000)	0	(7,424,000)
Miscellaneous	(586,535)	0	(586,535)
TOTAL REVENUES	**(33,355,795)**	**0**	**(33,355,795)**

Bureau Description:

PHB is requesting Council approval to reduce opportunity funding appropriation in the current fiscal year in coordination with anticipated increases to be offered in the FY 14/15 Approved Budget. These resources will be budgeted for projects that have already been awarded or that come in through a future NOFA process.

CBO Discussion and Recommendation

Recommended as requested. Changes to budget allocations across fiscal years is not atypical for funding that supports the development of affordable rental housing. This package is separate from HC_012 because it focuses on Opportunity Funding. Reductions to allocations in the current fiscal year for rebudgeting in the next fiscal year include: $6,032,497 in CDBG grant, $7,424,000 in Section 108 funding, $2,541,574 in HOME grant, $12,700,000 in TIF tied to the Convention Center URA, $2,486,239 in TIF tied to the for the Downtown Waterfront URA, $1,220,206 in TIF for the Interestate URA, $475,985 in TIF tied to the Lents URA, $100,000 in TIF tied to the River District URA and $344,625 in TIF tied to South Parks Blocks URA.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Housing Bureau **Type:** Carryover Request

Request: HC_015 - Carryover General Fund for Homestart Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(400,000)	0	(400,000)
TOTAL EXPENDITURES	**(400,000)**	**0**	**(400,000)**
REVENUES			
General Fund Discretionary	(400,000)	0	(400,000)
TOTAL REVENUES	**(400,000)**	**0**	**(400,000)**

Bureau Description:

PHB requests Council approval to carry over $400,000 of one-time general fund resource for the Homestart program. This is part of $700,000 allocated to Multnomah County which was a portion of the $1.7M awarded by City Council during the Fall BMP. Because this funding is allocated over the 2014 calendar year, a portion of this funding need be budgeted in FY 2014-15.

CBO Discussion and Recommendation

Recommended as requested. CBO recognizes that the January 2014 to January 2015 contract period may justify carryover into FY 2014-15, nonetheless, there is the expectation that the full allocation for this contract will be encumbered and if necessary requested as carryover in the Fall BMP.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_140 - Revenue Bureau Spring BMP Tech Adj

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(10,611)	0	(10,611)
External Materials and Services	(49,146)	0	(49,146)
Internal Materials and Services	59,757	0	59,757
Fund Transfers - Expense	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Taxes	0	0	0
Licenses & Permits	0	0	0
Charges for Services	0	0	0
Interagency Revenue	0	0	0
Miscellaneous	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

This request is for net zero technical adjustments in the Revenue Bureau to more closely align budget with spending.

CBO Discussion and Recommendation

Recommended as requested. This package includes multiple technical adjustments including functional area changes to the Mount Hood Cable Regulatory Commission budget, contingency account adjustments in the Arts Education and Access Fund, and an increase to an interagency agreement with the Health Fund. All changes net to zero.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_141 - CAO Transition Costs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	300,290	0	300,290
External Materials and Services	(136,868)	0	(136,868)
Internal Materials and Services	229,742	0	229,742
Contingency	(159,772)	0	(159,772)
TOTAL EXPENDITURES	**233,392**	**0**	**233,392**
REVENUES			
Intergovernmental Revenues	1,594	0	1,594
Interagency Revenue	229,742	0	229,742
Miscellaneous	2,056	0	2,056
General Fund Discretionary	0	0	0
TOTAL REVENUES	**233,392**	**0**	**233,392**

Bureau Description:

OMF-wide allocation of CAO transition costs.

CBO Discussion and Recommendation

Recommended as requested. This package allocates approximately $300,000 in CAO transition costs to OMF's General Fund divisions and internal service funds. Given the CAO's role in managing all of the bureaus and funds in OMF, the City Budget Office believes this allocation is justified; however, OMF does not currently allocate the CAO's office expenses throughout OMF. CBO recommends that OMF alter its methodology for funding the CAO's Office to include the internal services funds.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_142 - BHR Onboarding Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,778	0	1,778
External Materials and Services	14,548	0	14,548
Internal Materials and Services	22,953	0	22,953
Contingency	(15,962)	0	(15,962)
TOTAL EXPENDITURES	**23,317**	**0**	**23,317**
REVENUES			
Intergovernmental Revenues	159	0	159
Interagency Revenue	22,953	0	22,953
Miscellaneous	205	0	205
General Fund Discretionary	0	0	0
TOTAL REVENUES	**23,317**	**0**	**23,317**

Bureau Description:

OMF-wide allocation to kick start the new employee onboarding program within BHR. This program was identified by OMF leadership as a strategic priority.

CBO Discussion and Recommendation

This package transfers $4,905 of General Fund discretionary savings generated elsewhere in OMF to the Bureau of Human Resources and allocates the remaining costs of the package, $22,953, to the OMF internal services funds. Because the internal service funds are being used to provide start-up funding for this effort, the on-boarding program can only be offered to internal OMF staff. OMF will need to alter the funding mechanism and remove the internal service fund component if it wishes to provide these services Citywide. In keeping with this direction, the bureau has stated that it intends to use these funds to rollout a pilot program for OMF employees only.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_143 - Bus Ops-Recognize charitable campaign revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	15,208	0	15,208
TOTAL EXPENDITURES	**15,208**	**0**	**15,208**
REVENUES			
Charges for Services	512	0	512
Miscellaneous	14,696	0	14,696
TOTAL REVENUES	**15,208**	**0**	**15,208**

Bureau Description:

This request recognizes $14,696 in charitable campaign revenue and $512 in public information request reimbursement revenue within the Business Operations budget. The miscellaneous services account will be increased by the above amounts to balance the request.

CBO Discussion and Recommendation

Recommended as requested. This request recognizes increased miscellaneous ($14,696) and charges for services ($512) revenues.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_144 - BTS - Police IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	423,000	0	423,000
TOTAL EXPENDITURES	**423,000**	**0**	**423,000**
REVENUES			
Interagency Revenue	423,000	0	423,000
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	**423,000**	**0**	**423,000**

Bureau Description:

The Police Bureau has a multi-year project involving the replacement of MDCs (mobile data computers) in their vehicles. Funding for much of this project is through replacement funds contributed by Police and held by BTS. The balance of the funding is from the Police bureau. This request is to increase the Police Bureau's interagency with BTS by $500,000. BTS will then charge Police that amount for replacement. Those funds will be held in the BTS fund until they are needed for MDC equipment purchases. In addition, Police has requested a decrease of $77,000 in their BTS interagency for reduced strategic technology billable expenses.

CBO Discussion and Recommendation

The Portland Police Bureau (PPB) is projecting to utilize less CityFleet time and materials services in FY 2013-14. As such, PPB is requesting to decrease its CityFleet interagency agreement by $500,000 and increase its Bureau of Technology services IA by the corresponding amount This package recognizes the net increase of Bureau of Technology Services fund revenues necessary to support the MDU's replacement project. No impact to internal service fund rates are expected as a result of this change.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_145 - BTS - Sellwood Bridge fiber move

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	47,300	0	47,300
Contingency	(47,300)	0	(47,300)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Work on the Sellwood bridge will impact BTS fiber located on the west end of the bridge near SW Macadam. This request is to appropriate $47,300 to cover the cost of relocating the fiber so that work can be completed.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $47,300 from contingency to external materials and services to support project work.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_146 - BTS - Cyber Security Training

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	60,000	0	60,000
Contingency	(60,000)	0	(60,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to appropriate $60,000 to cover training expenses related to insourcing of cyber security work.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $60,000 from contingency to external materials and services to support training.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_147 - BTS - Office 365 Intern

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	15,000	0	15,000
Contingency	(15,000)	0	(15,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to appropriate $15,000 to cover the cost of hiring an intern to assist BTS with the Office 365 project.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $15,000 from contingency to personnel services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_148 - BTS - Telecom Supervisor position

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	59,072	0	59,072
Contingency	(59,072)	0	(59,072)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to appropriate $59,072 to cover the cost of a BTS Telecom Supervisor.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $59,072 from contingency to personnel services to support the costs of this position.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_149 - Spectator-Adjust BFB to match CAFR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	4,175	0	4,175
TOTAL EXPENDITURES	**4,175**	**0**	**4,175**
REVENUES			
Budgeted Beginning Fund Balance	4,175	0	4,175
TOTAL REVENUES	**4,175**	**0**	**4,175**

Bureau Description:

This request adjusts the Beginning Fund Balance for the Spectator Facilities Fund to match the FY 2012-13 CAFR.

CBO Discussion and Recommendation

Recommended as requested. The requested adjustment increases the Spectator Facilities Fund beginning balance by $4,175 for a new total of $6,077,077.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_150 - Spectator-Providence Park (PGE) Debt Refinancing

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Bond Expenses	21,913,750	0	21,913,750
Contingency	1,250	0	1,250
TOTAL EXPENDITURES	**21,915,000**	**0**	**21,915,000**
REVENUES			
Bond and Note	21,915,000	0	21,915,000
TOTAL REVENUES	**21,915,000**	**0**	**21,915,000**

Bureau Description:

This request budgets the revenues and expenditures associated with the refinancing of the 2001 Series D Limited Tax Revenue Bonds used to finance the renovation of Providence Park (named PGE Park at the time).

CBO Discussion and Recommendation

Recommended as requested. This request recognizes increased bond proceeds and expenditures related to the refinancing of debt in the Spectator Facilities Fund. This action is exempt from typical budget appropriation constraints and is usually performed to reduce interest costs associated with repayment. Even though it is not required, the purpose of the requested adjustment is to align the budget with the increases in revenues and expenditures. Less expenses related to the refinancing, the transaction is cost neutral as it increases bond proceeds to offset bond expenditures.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_151 - Spectator-Providence Park Turf Replacement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	350,000	0	350,000
Contingency	(350,000)	0	(350,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request transfers $350,000 from contingency into the capital major object category to pay for the City's share of the turf replacement at Providence Park.

CBO Discussion and Recommendation

Recommended as requested. This package requests to transfer $350,000 from Spectator Facilities Fund contingency to capital outlay to pay for a portion of the turf replacement costs at Providence Park. Expenses for this project were negotiated and shared by the City of Portland and Peregrine Sports, the operating agreement holder. This project was listed in the funds' FY 2014-15 five year forecast at a total cost of $700,000, which is double the actual amount paid. This agreement was formalized through an administrative amendment to the operating agreement and, as such, did not require Council action. The adjustment represents a 10% reduction to contingency.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_152 - Spectator-Correct Contingency Account

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request moves $2657 incorrectly budgeted in 571100 (Unrestricted Contingency) into 571130 (Policy Reserves).

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_153 - Spectator-New VDI Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	250,000	0	250,000
TOTAL EXPENDITURES	**250,000**	**0**	**250,000**
REVENUES			
Intergovernmental Revenues	250,000	0	250,000
TOTAL REVENUES	**250,000**	**0**	**250,000**

Bureau Description:

This request budgets $250,000 in new local cost sharing revenue from the VDI agreement that is dedicated to expenses related to the Veterans Memorial Coliseum.

CBO Discussion and Recommendation

Recommended as requested. The Spectator Facilities Fund requests to recognize $250,000 in new intergovernmental revenues. The new revenues are the result of a tri-governmental agreement, the Vista Development Initiative, between the City of Portland, Metro, and Multnomah County. The revenues are a percent of the total collection of hotel, motel, and vehicle rental taxes. These revenues are expected to increase to $500,000 plus consumer price index inflation starting in FY 2014-15 and beyond.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_154 - BTS - IRNE Voice System

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(70,500)	0	(70,500)
Capital Outlay	(1,476,000)	0	(1,476,000)
Contingency	1,546,500	0	1,546,500
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The IRNE Voice System project has been postponed and rescheduled for FY 2015-16. Funding of $1,546,500 will be set aside in technology reserves.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $1,476,000 from capital outlay and $70,500 from external materials and services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_155 - BTS - Voice Mail Replacement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(93,000)	0	(93,000)
Capital Outlay	63,000	0	63,000
Contingency	30,000	0	30,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Voice Mail Replacement project is expected to be completed by year-end and come in under budget. This budget adjustment moves appropriation into accounts where expenses have been incurred and reduces the budget by $30,000.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $93,000 from external materials and services to capital outlay and contingency to better align the budget with projected expenses.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_156 - BTS - IRNE Fiber Construction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(23,306)	0	(23,306)
Capital Outlay	87,880	0	87,880
Contingency	(64,574)	0	(64,574)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Funds BTS budgeted in the Fall BMP to cover the remaining fiber build work from Waterfront Park to the Pittock Building were not sufficient to cover all project costs. Part of this request is to appropriate an additional $19,574 and to reallocate existing funds to the GL account where costs have been incurred. This request will also appropriate another $45,000 to cover additional fiber builds expected before year-end.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $63,574 from contingency policy reserves and $23,306 from external materials and services to capital outlay to align the budget with projected expenses.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_157 - BTS - Enterprise Network Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	27,000	0	27,000
Capital Outlay	(27,000)	0	(27,000)
Contingency	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to reappropriate a portion of the project budget for the Enterprise Network Technology Refresh project, moving $27,000 from capital to operating supplies.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $27,000 from capital outlay to external materials and services to align the budget with projected expenses.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_158 - BTS - Radio Site Networking

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(17,299)	0	(17,299)
Contingency	17,299	0	17,299
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Radio Site Networking project has been postponed until FY 2014-15. Project funding of $17,299 will be reappropriated as part of the FY 2014-15 Mayor's Proposed budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $17,299 from external materials services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_159 - BTS - WAN/Telecom Network Monitoring

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(61,915)	0	(61,915)
Contingency	61,915	0	61,915
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The WAN/Telecom Network Monitoring project has been postponed until FY 2014-15. Project funding of $61,915 will be reappropriated in the FY 2014-15 Mayor's Proposed budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $61,915 from external materials services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_160 - BTS - Avaya Fault Performance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(22,500)	0	(22,500)
Contingency	22,500	0	22,500
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Avaya Fault Performance project has been postponed until FY 2014-15. Project funding of $22,500 will be reappropriated in the FY 2014-15 Mayor's Proposed budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $22,500 from external materials services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_161 - BTS - Radio Test Equipment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(17,907)	0	(17,907)
Contingency	17,907	0	17,907
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Radio Test Equipment project has been postponed until FY 2014-15. Project funding of $17,907 will be reappropriated in the FY 2014-15 Mayor's Proposed budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $17,907 from external materials services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_162 - BTS - Radio Master Site

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(20,200)	0	(20,200)
Contingency	20,200	0	20,200
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Radio Master Site project has been postponed until FY 2014-15. Project funding of $20,200 will be reappropriated in the FY 2014-15 Mayor's Proposed budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $20,200 from external materials services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_163 - BTS - IRNE Remote Site Battery

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(57,000)	0	(57,000)
Contingency	57,000	0	57,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The IRNE Remote Site Battery project has been postponed until FY 2014-15. This request is to eliminate the project budget of $57,000 for the current fiscal year. In the FY 2014-15 Mayor's Proposed budget $30,000 of funding for the project will be reappropriated. Those funds will be needed to cover design work.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $57,000 from external materials services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_164 - BTS - IRNE TPB Inverter Power

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(53,000)	0	(53,000)
Contingency	53,000	0	53,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The IRNE TPB Inverter Power project has been postponed until FY 2014-15. Project funding of $53,000 will be reappropriated in the FY 2014-15 Mayor's Proposed budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $53,000 from capital outlay to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_165 - BTS - SAN Storage Expansion

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(375,594)	0	(375,594)
Contingency	375,594	0	375,594
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This ongoing, multi-year project will have reduced expenses in the current fiscal year, but any project savings will be needed in FY 2014-15. This request is to reduce project appropriations by $375,594. Those funds will be reappropriated in the FY 2014-15 Mayor's Project budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $375,594 from capital outlay to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_166 - BTS - Server Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(64,500)	0	(64,500)
Contingency	64,500	0	64,500
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This ongoing, multi-year project will have reduced expenses in the current fiscal year, but any project savings will be needed in FY 2014-15. This request is to reduce project appropriations by $64,500. Those funds will be reappropriated in the FY 2014-15 Mayor's Project budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $64,500 from external materials and services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_167 - BTS - SAN Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(65,410)	0	(65,410)
Contingency	65,410	0	65,410
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This ongoing, multi-year project will have reduced expenses in the current fiscal year, but any project savings will be needed in FY 2014-15. This request is to reduce project appropriations by $65,410. Those funds will be reappropriated in the FY 2014-15 Mayor's Project budget.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $65,410 from external materials and services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_168 - BTS - Business Continuity Planning Project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(247,500)	0	(247,500)
Contingency	247,500	0	247,500
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Business Continuity Planning project has been postponed and rescheduled for FY 2014-15. This request is to remove the FY 2013-14 budget appropriation of $247,500. Funding for the project in FY 2014-15 has been included in the Requested Budget. Should additional funding be needed it will be added in the Mayor's Proposed.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $247,500 from external materials and services to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_169 - BTS - Virtual Private Network

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(88,000)	0	(88,000)
Contingency	88,000	0	88,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Virtual Private Network project has been postponed and rescheduled for FY 2015-16. This request is to eliminate the $88,000 appropriated for the project in FY 2013-14.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $88,000 from capital outlay to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_170 - BTS - Two-Factor Authentication

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(247,500)	0	(247,500)
Contingency	247,500	0	247,500
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Two-Factor Authentication project has been postponed and rescheduled for FY 2015-16. This request is to eliminate the $247,500 appropriated for the project in FY 2013-14.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $247,500 from capital outlay to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_171 - BTS - Help Desk System Replacement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(150,000)	0	(150,000)
Contingency	150,000	0	150,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Help Desk System Replacement project will not be completed this fiscal year. This request is to reduce the FY 2013-14 budget by $150,000, leaving sufficient funds to cover anticipated expenses. The $150,000 will be reappropriated in the FY 2014-15 Mayor's Proposed budget to cover remaining project expenses as the project is completed.

CBO Discussion and Recommendation

Recommended as requested. This package includes the transfer of $150,000 from capital outlay to contingency to reflect changes in the project schedule.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_172 - P&D-Revenue Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	35,000	0	35,000
TOTAL EXPENDITURES	**35,000**	**0**	**35,000**
REVENUES			
Interagency Revenue	35,000	0	35,000
TOTAL REVENUES	**35,000**	**0**	**35,000**

Bureau Description:

The Revenue Bureau has requested an increase in the Interagency Agreement with P&D for $35,000 to pay for additional P&D services related to the Arts Tax.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_173 - P&D-Auditor's Office IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	8,721	0	8,721
TOTAL EXPENDITURES	**8,721**	**0**	**8,721**
REVENUES			
Interagency Revenue	8,721	0	8,721
TOTAL REVENUES	**8,721**	**0**	**8,721**

Bureau Description:

The Auditor's Office has requested an increase in the Interagency Agreement with P&D for $8,721 to pay for additional P&D service requests.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_174 - BTS - BES IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	882,000	0	882,000
Contingency	40,000	0	40,000
TOTAL EXPENDITURES	**922,000**	**0**	**922,000**
REVENUES			
Interagency Revenue	922,000	0	922,000
TOTAL REVENUES	**922,000**	**0**	**922,000**

Bureau Description:

The Bureau of Environmental Services has requested an increase to their interagency with BTS to cover the following: $40,000 for expenses associated with lidar mapping in support of the stormwater system plan; $880,000 for telecomm work on three projects (POFM Odor Control, CBWTP Support Facility, and Fanno Basin System Improvement); and $2,000 for additional cellular phone expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_175 - BTS - Auditor's Office IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	19,000	0	19,000
TOTAL EXPENDITURES	**19,000**	**0**	**19,000**
REVENUES			
Interagency Revenue	19,000	0	19,000
TOTAL REVENUES	**19,000**	**0**	**19,000**

Bureau Description:

The Auditor's Office has requested a $19,000 increase to their interagency with BTS to cover additional expenses in Enterprise Server, data networks, passthrough charges and CGIS mapping.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_176 - BTS - Comm. of Public Safety IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	25,000	0	25,000
TOTAL EXPENDITURES	**25,000**	**0**	**25,000**
REVENUES			
Interagency Revenue	25,000	0	25,000
TOTAL REVENUES	**25,000**	**0**	**25,000**

Bureau Description:

The Office of the Commissioner of Public Safety has requested a $25,000 increase to their interagency with BTS to cover additional desktop support expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_177 - OMF-14-15 Coordinated Cleanup Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(300,000)	300,000	0
External Materials and Services	0	0	0
Fund Transfers - Expense	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	**(300,000)**	**300,000**	**0**
REVENUES			
Fund Transfers - Revenue	0	0	0
General Fund Discretionary	(300,000)	300,000	0
TOTAL REVENUES	**(300,000)**	**300,000**	**0**

Bureau Description:

This is one of three requests within the FY 2013-14 OMF Spring Bmp to fund the Campsite Cleanup program. Approval of all three requests will result in the program being funded from April 2014 through March 2015. This particular request is for a $300K carryover into the FY 2014-15 budget to fund the program for the first 9 months of the fiscal year.

The City of Portland entered into a settlement agreement related to cleanup of unlawful campsites on City-owned property to resolve a federal lawsuit that focused on the procedures used by the Portland Police Bureau (PPB). Subsequent to the 2012 settlement, PPB determined that it will no longer assume responsibility for camp clean-ups. As a result, each property-owning bureau where such camps may occur is responsible to ensure that camps are cleaned up in accord with the terms of the settlement agreement and other legal requirements. This request makes funding available within the Facilities Services Fund to fulfill this legal requirement.

CBO Discussion and Recommendation

OMF is requesting to carryover $300,000 of projected current year General Fund discretionary savings, generated elsewhere in OMF, to fund contracted campsite cleanup services in FY 2014-15. If approved, OMF would transfer this funding to the Facilities Services Fund in a future request. This package aligns with two other OMF Spring BMP packages that request to transfer $115,000 of General Fund discretionary savings to fund current year campsite clean up activities. All totaled, one-time program costs are estimated at approximately $415,000.
As detailed in the other package recommendations, the task of campsite cleanup was formerly the responsibility of the Portland Police Bureau Facilities will now be responsible for managing this program. At this time, it has not been determined which campsites to prioritize, or the number of campsites that will be cleaned, but it is likely that most or all of the City's property-owning bureaus will benefit from this program. The bureau recently executed a contract with a vendor to perform the campsite cleanup services.
CBO recognizes the importance of this package and the costs associated with ensuring that impacted encampments are cleaned up following the procedures outlined in the settlement of Anderson et al. vs. City of Portland et al. Moreover, CBO recognizes that OMF is projected to have sufficient underspending in the current year to cover the costs associated with this program. However, CBO does not recommend funding this package because it does not align with Spring BMP guidance which defines General Fund program carryover as, "requests that received a current year appropriation for one-time projects." It should be noted that the CBO did recommend the $115,000 transfer of General Fund in the current year to fund services for the remaining three months of the fiscal year. Denial of this request will result in the program's contract being terminated on June 30, 2014.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_178 - BHR-Citywide Class/Comp Study Program Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(94,022)	94,022	0
External Materials and Services	(205,978)	205,978	0
TOTAL EXPENDITURES	**(300,000)**	**300,000**	**0**
REVENUES			
General Fund Discretionary	(300,000)	300,000	0
TOTAL REVENUES	**(300,000)**	**300,000**	**0**

Bureau Description:

This is a request for programmatic carryover of $300,000 of one-time FY 2013-14 OMF General Fund resources to FY 2014-15 to fund a Non-Represented Classification and Compensation Study. The non-represented pay structure and classifications have not been reviewed in over ten years. Best practice recommends a review every two years at a minimum. The recently completed Citywide Span of Control study includes a recommendation to “immediately conduct a non-represented classification and compensation study.” Problems have arisen over time as pay equity has not been maintained and classification specifications have become invalid. The City is now in a position of not being able to compete for talent or retain the most qualified employees. As retirements continue to occur, the City will be increasingly challenged with being unable to manage its human resources. For a review of this magnitude, outside consulting assistance is required. The effort is estimated to take two years.

CBO Discussion and Recommendation

The Bureau of Human Resources requests to carryover $300,000 of current year General Fund discretionary underspending to support the acquisition of contracted professional services to assist with completing a citywide non-represented classification and compensation study. The bureau also submitted a request for new one-time General Fund discretionary in its FY 2014-15 Requested Budget to fund this project. This effort is likely to take 18 to 24 months to complete and will be led by the City’s Classification and Compensation Manager.

Best practice recommends conducting a classification and compensation study every two to three years; however, the City has not performed this type of review in over a decade. This has resulted in an out-of- date classification and compensation structure that does not properly describe or compensate for the work of non-represented employees. It has also created issues of pay equity, a difficulty in retaining certain classifications of highly skilled employees, and a lack of span of control guidelines for supervisory positions. A Council led budget subcommittee recently performed a preliminary citywide span of control assessment that identified the outdated classification and compensation structure as a primary reason for the low spans of control relationships that exist within City bureaus.

Implementing the findings for this type of study is likely to result in financial impacts, including the possibility of ongoing increases to employee salary costs. The study should yield organizational benefits over the long-term, including a significant reduction in the overall number of position classifications.

CBO acknowledges the importance of this type of effort and the negative impacts associated with continued delays. However, CBO does not recommend this package despite OMF projecting to have sufficient underspending in the current year to fund this effort. The basis for this recommendation is that the package does not align with Spring BMP guidance which defines General Fund Program Carryover as “requests that received a current year appropriation for one-time projects.” Without additional funding, it is unlikely the bureau will be able to move forward with this project due to limited resources.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_179 - BHR-Training Dev. Analyst Carryover Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(65,431)	65,431	0
External Materials and Services	(53,569)	53,569	0
TOTAL EXPENDITURES	**(119,000)**	**119,000**	**0**
REVENUES			
General Fund Discretionary	(119,000)	119,000	0
TOTAL REVENUES	**(119,000)**	**119,000**	**0**

Bureau Description:

This is a request for programmatic carryover of $119,000 of one-time FY 2013-14 OMF General Fund resources to FY 2014-15 to fund a Training Development Analyst and associated materials and services for one year. This position will assist in the creation of a Citywide new employee onboarding process, incorporating standardized orientation information and leveraging CityLearner, the City's new eLearning system. The onboarding process will also allow tailoring for specific bureau and job role requirements. The City of Portland hires approximately 1,000 employees in a fiscal year, of which about one-third are regular full-time and two-thirds are seasonal/temporary employees. The new employee onboarding process will provide resources for both of these employee types.

This program will benefit both new hires and managers/supervisors within the City through the following procedures: 1) New hires will have necessary information and resources readily available and delivered in a timely manner; 2) The City will avoid costs associated with employee performance and workplace behavior issues because expectations will be more clearly established and reinforced; 3) Managers and supervisors will become more effective at addressing and resolving employee performance standards; 4) Citywide information will be standardized and shared, creating a more cohesive workplace culture across the City; 5) City bureaus will be able to create orientation and onboarding modules to meet specific bureau requirements.
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CBO Discussion and Recommendation

The Bureau of Human Resources requests to carryover $119,000 of current year General Fund discretionary underspending to cover a limited term training and development analyst. Because this position is proposed as limited term, no increase in FTE is requested. The bureau also submitted a realignment package to fund this position in its FY 2014-15 Requested Budget.
The City currently lacks a standardized new employee on-boarding program. A recent assessment of OMF further enforced the need for this type of new employee service. Specifically, the contractor identified two relevant solutions aimed at streamlining and standardizing training provided to City employees, including developing a work plan for delivering Citywide training coordination and coordinating with bureau management to provide core onboarding for new employees. In an effort to address these recommendations, this position would be dedicated to creating an employee onboarding program and would help to provide additional trainings to existing City employees.
CBO believes the creation of an onboarding program would be of value to City employees. Additionally, OMF has sufficient underspending to fund this position in a limited term capacity. However, CBO does not recommend funding this package because it does not align with Spring BMP guidance which defines General Fund program carryover as "requests that received a current year appropriation for one-time projects."

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_180 - CityFleet-Parks IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,000	0	2,000
TOTAL EXPENDITURES	**2,000**	**0**	**2,000**
REVENUES			
Interagency Revenue	2,000	0	2,000
TOTAL REVENUES	**2,000**	**0**	**2,000**

Bureau Description:

The Parks Bureau has requested an increase of $2,000 in the Interagency Agreement with CityFleet for use of the City's motor pool vehicles.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_181 - OMF-Property Management Fund GFOH Exemption

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(25,000)	25,000	0
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	**(25,000)**	**25,000**	**0**
REVENUES			
Fund Transfers - Revenue	0	0	0
General Fund Discretionary	(25,000)	25,000	0
TOTAL REVENUES	**(25,000)**	**25,000**	**0**

Bureau Description:

This carryover request totalling $25,000 transfers one-time OMF General Fund resources to FY 2014-15 to fund General Fund Overhead costs to the Property Management License Fund, which passes through funding on behalf of the Downtown (Clean & Safe) and Lloyd Enhanced Service Districts. The contracts between the City and the Districts include an administrative fee cap of 1.25% of billings; it is acknowledged in the contracts that this cap is insufficient to cover the Revenue Bureau's actual costs for directly administering the fund even prior to a General Fund Overhead assessment. This fund has not been charged General Fund Overhead in previous years. It is anticipated that a similar request will need to be made in FY 2015-16, which is the last year of the current Downtown Enhanced Service District contract with Clean & Safe. At that time, the Revenue Bureau can work to negotiate the cost of General Fund Overhead into the new contract.

CBO Discussion and Recommendation

The Revenue Bureau requests to carryover $25,000 of current year General Fund discretionary underspending to cover FY 2014-15 General Fund Overhead (GFOH) expenses allocated to the Property Management License Fund. The bureau also submitted a request for new one-time General Fund discretionary in its FY 2014-15 Requested Budget to cover this charge.
Due to existing contracts which limit Property Management License Fund administrative expenses to 1.25% of billings, the fund is unable to accommodate this charge. FY 2014-15 Property Management License Fund administrative expenses are budgeted at $65,522, an amount the bureau acknowledges as insufficient to cover even the internal costs related to operating the fund. Because these contracts do not expire for two years it is likely the bureau will experience the same issue in FY 2015-16.
In years past, the fund was included in the GFOH model, but the General Fund covered expenses related to this charge. Council recently approved changes to the General Fund Overhead Model, to be effective in the FY 2014-15 budget year. The new model took into consideration the different fund types and sought to avoid disproportionally impacting pass-through funds, like the Property Management Fund, by instituting a standard $25,000 charge. However, the contractual cap on the funds' administrative expenses is too low for any additional charges, much less the standard General Fund Overhead charge.

Although OMF is projected to have sufficient underspending in the current year to cover this charge, CBO does not recommend this package. Instead, CBO recommends the Revenue Bureau adjust internal bureau administrative expenses to accommodate the General Fund Overhead charge.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_182 - PSSRP - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(111,859)	0	(111,859)
External Materials and Services	5,405,721	0	5,405,721
Internal Materials and Services	246,779	0	246,779
Capital Outlay	61,859	0	61,859
Fund Transfers - Expense	0	0	0
Contingency	(5,602,500)	0	(5,602,500)
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Fund Transfers - Revenue	0	0	0
Bond and Note	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

This PSSRP request seeks to make technical budget adjustments in the General Fund (Project Office and RegJIN project) and Public Safety GO Bond Construction Fund (Radio Replacement Project) to better align budget against forecasted actuals.

CBO Discussion and Recommendation

Recommended as requested. This package includes several adjustments to the Radio project budget including the transfer of $5.6 million from contingency to external materials and services to fund specific project costs including site upgrades. Other smaller changes are made to the Fire Information Systems and RegJIN project budgets.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Mid-Year Reductions

Request: MF_183 - PSSRP-Bond Proceeds realignment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(14,690,891)	0	(14,690,891)
TOTAL EXPENDITURES	**(14,690,891)**	**0**	**(14,690,891)**
REVENUES			
Bond and Note	(14,690,891)	0	(14,690,891)
TOTAL REVENUES	**(14,690,891)**	**0**	**(14,690,891)**

Bureau Description:

This PSSRP request seeks to realign the budget of the Bond Proceeds for Radio Project revenues to the actual amount of the second debt sale for the project.

CBO Discussion and Recommendation

Recommended as requested. This package reduces GO Bond Fund bond and note proceeds by $14.69 million to reflect actual collections from the debt sale. The remaining proceeds will be collected at a later date.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_184 - BTS - Parks IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,500	0	1,500
Contingency	2,700	0	2,700
TOTAL EXPENDITURES	**4,200**	**0**	**4,200**
REVENUES			
Interagency Revenue	4,200	0	4,200
TOTAL REVENUES	**4,200**	**0**	**4,200**

Bureau Description:

The Parks Bureau has requested a $4,200 increase to their interagency with BTS to cover additional expenses in operations billable, telecom billable and operations passthrough.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_185 - P&D-Comm Public Works IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	3,725	0	3,725
TOTAL EXPENDITURES	**3,725**	**0**	**3,725**
REVENUES			
Interagency Revenue	3,725	0	3,725
TOTAL REVENUES	**3,725**	**0**	**3,725**

Bureau Description:

The Commissioner of Public Works has requested an increase in the Interagency Agreement with P&D for $3,725 to pay for additional P&D services related to CUB (Citizens Utility Board).

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_186 - CityFleet-PBOT IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	102,000	0	102,000
TOTAL EXPENDITURES	**102,000**	**0**	**102,000**
REVENUES			
Interagency Revenue	102,000	0	102,000
TOTAL REVENUES	**102,000**	**0**	**102,000**

Bureau Description:

The Bureau of Transportation-BOM has requested an increase in the Interagency Agreement with CityFleet for $102,000 to pay for additional repairs made to Maintenance vehicles as a result of the February snow event.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_187 - P&D-Cash Transfer from Facilities

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	61,000	(61,000)	0
Contingency	0	0	0
TOTAL EXPENDITURES	**61,000**	**(61,000)**	**0**
REVENUES			
Fund Transfers - Revenue	61,000	(61,000)	0
TOTAL REVENUES	**61,000**	**(61,000)**	**0**

Bureau Description:

This request establishes a cash transfer with the Facilities Fund to reimburse Printing and Distribution. Bureaus were requested to reduce their FY 2013-14 CSL budgets by 10%. Within BIBS, P&D's budget was reduced on a one-time basis more than required in lieu of Facilities and this adjustment is to correct the additional cut.

CBO Discussion and Recommendation

CBO does not recommend this package. Internal OMF decisions made and approved by Council during the FY 2013-14 Adopted Budget process resulted in a higher level of cuts to the Printing and Distribution Division as opposed to the Facilities Services Division. This package requests a one-time transfer of $61,000 from the Facilities Services Fund to the Printing and Distribution Fund in an effort to reimburse P&D for taking deeper cuts. CBO maintains that this is not an allowable use of Facilities Fund revenues. Financial policy is clear that program specific revenues should be applied to the benefitting program.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_188 - PF&T - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(10,000)	0	(10,000)
Internal Materials and Services	10,000	0	10,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request aligns budget authority with spending forecast.

CBO Discussion and Recommendation

Recommended as requested. This package transfers $10,000 from external materials and services to internal materials and services in the Debt and Treasury program.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_189 - CAFR Development Resources

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(70,000)	0	(70,000)
External Materials and Services	70,000	0	70,000
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

Request to transfer $70,000 in General Fund one-time Discretionary revenue from savings in Procurement and the Revenue Bureau to fund production of the FY 2012-13 CAFR and implementation of CAFR software.

CBO Discussion and Recommendation

Recommended as requested. The request transfers $70,000 of personnel services savings in the Procurement Division ($28,000) and the Revenue Bureau ($42,000) to the Accounting Division.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_191 - Facilities - Accounting and PF&T IA Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	25,000	0	25,000
TOTAL EXPENDITURES	**25,000**	**0**	**25,000**
REVENUES			
Interagency Revenue	25,000	0	25,000
TOTAL REVENUES	**25,000**	**0**	**25,000**

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with Facilities as provider and Treasury, Debt Management and Accounting as per their request.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_192 - P&D-Comm. Public Utilities IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	26,000	0	26,000
TOTAL EXPENDITURES	**26,000**	**0**	**26,000**
REVENUES			
Interagency Revenue	26,000	0	26,000
TOTAL REVENUES	**26,000**	**0**	**26,000**

Bureau Description:

The Commissioner of Public Utilities has requested an increase in the Interagency Agreement with P&D for $26,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_193 - P&D-OMF Accounting IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,000	0	10,000
TOTAL EXPENDITURES	**10,000**	**0**	**10,000**
REVENUES			
Interagency Revenue	10,000	0	10,000
TOTAL REVENUES	**10,000**	**0**	**10,000**

Bureau Description:

The OMF Accounting division has requested an increase in the Interagency Agreement with P&D for $10,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_194 - Facilities - Parks CIP Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	1,000	0	1,000
TOTAL EXPENDITURES	**1,000**	**0**	**1,000**
REVENUES			
Interagency Revenue	1,000	0	1,000
TOTAL REVENUES	**1,000**	**0**	**1,000**

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with Facilities as provider and Parks CIP Fund as receiver for space rent requested by Parks.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_195 - Facilities - Auditor's Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	20,000	0	20,000
Contingency	0	0	0
TOTAL EXPENDITURES	**20,000**	**0**	**20,000**
REVENUES			
Interagency Revenue	20,000	0	20,000
TOTAL REVENUES	**20,000**	**0**	**20,000**

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with Facilities as provider and Auditor's Office as receiver as requested by Auditor's Office.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_197 - BIBS Admin - CSA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	10,139	0	10,139
External Materials and Services	(10,139)	0	(10,139)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation within BIBS Administration to fund a Community Service Aide position to provide manterials management support to BIBS.

CBO Discussion and Recommendation

Recommended as requested. This request transfers $10,139 from external materials and services within the Bureau of Internal Business Services to personnel services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_198 - BIBS Administration - BTS Property Database

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(3,000)	0	(3,000)
Internal Materials and Services	3,000	0	3,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation within BIBS Administration to fund a Property Database developed by BTS.

CBO Discussion and Recommendation

Recommended as requested. This request transfers $3,000 from external materials and services within the Bureau of Internal Business Services to internal materials and services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_199 - BIBS Administration-ADA Transition Plan Funding

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(12,800)	0	(12,800)
Internal Materials and Services	12,800	0	12,800
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation within BIBS Administration to fund a share of ADA Transition Plan position that started in March 2014 and that will continue in FY 2014-15 if a decision package is approved.

CBO Discussion and Recommendation

Recommended as requested. This request transfers $12,800 from external materials and services within the Bureau of Internal Business Services to internal materials and services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_200 - CityFleet-Increase Budgeted Beginning Balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	1,662,548	0	1,662,548
TOTAL EXPENDITURES	**1,662,548**	**0**	**1,662,548**
REVENUES			
Budgeted Beginning Fund Balance	1,662,548	0	1,662,548
TOTAL REVENUES	**1,662,548**	**0**	**1,662,548**

Bureau Description:

This request increases the beginning fund balance by $1,662,548 to match the CAFR ending fund balance for FY 2012-13.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_201 - CityFleet-Increase IA with BTS

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Internal Materials and Services	50,000	0	50,000
Contingency	(50,000)	0	(50,000)
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Intergovernmental Revenues	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

This request is to increase the interagency with BTS by $50,000 for new computer technology provided by BTS services.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_202 - BIBS Administration - Master Change Facilitator

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(4,000)	0	(4,000)
Internal Materials and Services	4,000	0	4,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation within BIBS Administration to fund Master Change Facilitator services from BTS for BIBS Procure to Pay process.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_203 - BIBS Administration-Funding for Intern Position

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	5,500	0	5,500
External Materials and Services	(5,500)	0	(5,500)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation within BIBS Administration to fund an intern position to support the property database project.

CBO Discussion and Recommendation

Recommended as requested. Funds utilized include the General Fund, Facilities Services Operating Fund, CityFleet Operating Fund, Printing & Distribution Services Operating Fund, Insurance and Claims Operating Fund, and the Workers' Comp Self Insurance Operating Fund.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_204 - CityFleet-Increase Outside Agency Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,025,000	0	1,025,000
TOTAL EXPENDITURES	**1,025,000**	**0**	**1,025,000**
REVENUES			
Intergovernmental Revenues	1,025,000	0	1,025,000
TOTAL REVENUES	**1,025,000**	**0**	**1,025,000**

Bureau Description:

This request is to recognize the outside revenues that will be received in FY 2014 by $1,025,000 due to IGA's with Multnomah County and Portland Public Schools. The IGA's are for repair and fuel services.

CBO Discussion and Recommendation

Recommended as requested. This adjustment represents a 283% increase in intergovernmental revenues in the CityFleet Fund. These revenues will cover the costs of billable and pass-through expenses received by Portland Public Schools and Multnomah County.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_205 - Facilities - BES IA increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	380,000	0	380,000
Contingency	0	0	0
TOTAL EXPENDITURES	**380,000**	**0**	**380,000**
REVENUES			
Interagency Revenue	380,000	0	380,000
TOTAL REVENUES	**380,000**	**0**	**380,000**

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with Facilities as provider and BES as receiver for facilities project work requested by BES.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_206 - Facilities - Revenue Bureau IA Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,146	0	2,146
TOTAL EXPENDITURES	**2,146**	**0**	**2,146**
REVENUES			
Interagency Revenue	2,146	0	2,146
TOTAL REVENUES	**2,146**	**0**	**2,146**

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with Facilities as provider and Revenue as receiver as requested by Revenue.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_207 - Facilities - Commissioner of PW IA Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,500	0	2,500
TOTAL EXPENDITURES	**2,500**	**0**	**2,500**
REVENUES			
Interagency Revenue	2,500	0	2,500
TOTAL REVENUES	**2,500**	**0**	**2,500**

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with Facilities as provider and the Commissioner of Public Works as receiver fas requested by the commissioner's office.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_208 - BTS - Planning Bureau IA Decrease

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(20,000)	0	(20,000)
TOTAL EXPENDITURES	**(20,000)**	**0**	**(20,000)**
REVENUES			
Interagency Revenue	(20,000)	0	(20,000)
TOTAL REVENUES	**(20,000)**	**0**	**(20,000)**

Bureau Description:

The Planning Bureau has requested a reduction to their interagency with BTS to reflect a savings of $5,000 in Telecom Contract and $15,000 in Desktop Support.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_209 - BTS - Planning Bureau to Bureau IA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(25,000)	0	(25,000)
Internal Materials and Services	25,000	0	25,000
Contingency	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

BTS is currently working on its GIS Platform Strategic Enhancement project. This project requires the services of personnel in the Bureau of Planning. This request is to increase the bureau to bureau interagency agreement BTS has with Planning by $25,000 to cover the cost of additional services Planning will provide on the project.

CBO Discussion and Recommendation

Recommended as requested. The budget for minor equipment and tools was decreased by $25,000 to cover the increase in GIS services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_210 - Accounting Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(150,000)	0	(150,000)
External Materials and Services	105,000	0	105,000
Internal Materials and Services	45,000	0	45,000
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Interagency Revenue	12,000	0	12,000
Fund Transfers - Revenue	0	0	0
Miscellaneous	(12,000)	0	(12,000)
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

This request establishes project budgets within existing Accounting Division resources for Caseware CAFR Software Implementation, and aligns budget authority with spending forecast.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_211 - BTS - OMF IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	20,000	0	20,000
TOTAL EXPENDITURES	**20,000**	**0**	**20,000**
REVENUES			
Interagency Revenue	20,000	0	20,000
TOTAL REVENUES	**20,000**	**0**	**20,000**

Bureau Description:

OMF has requested a $20,000 increase in their interagency with BTS to cover additional project management billable operations expenses related to their CAFR/Caseware project.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_212 - BTS - Fleet IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	25,000	0	25,000
Contingency	25,000	0	25,000
TOTAL EXPENDITURES	**50,000**	**0**	**50,000**
REVENUES			
Interagency Revenue	50,000	0	50,000
TOTAL REVENUES	**50,000**	**0**	**50,000**

Bureau Description:

CityFleet has requested a $50,000 increase in their interagency with BTS to cover additional billable telecomm and operations passthrough expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_213 - BTS - BDS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	160,000	0	160,000
Contingency	200,000	0	200,000
TOTAL EXPENDITURES	**360,000**	**0**	**360,000**
REVENUES			
Interagency Revenue	360,000	0	360,000
TOTAL REVENUES	**360,000**	**0**	**360,000**

Bureau Description:

The Bureau of Development Services has requested a $360,000 increase to their interagency with BTS to cover additional expenses in cellular phones, radio and video billable, telecomm billable, enterprise server, desktop support, server support, data networks, operations billable and operations pass-through.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_214 - P&D-Housing Bureau IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(30,000)	0	(30,000)
TOTAL EXPENDITURES	**(30,000)**	**0**	**(30,000)**
REVENUES			
Interagency Revenue	(30,000)	0	(30,000)
TOTAL REVENUES	**(30,000)**	**0**	**(30,000)**

Bureau Description:

The Housing Bureau has requested a $30,000 reduction to the interagency with P&D for microfilm services.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_215 - P&D-Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

P&D requests to move budgeted appropriation within External Materials and Services accounts to better align the budget with actuals.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_216 - P&D-Technical Adjustment Major Object Code

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	65,000	0	65,000
Capital Outlay	(65,000)	0	(65,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to move from Capital Outlay $65,000 into External Materials and Services so that sufficient appropriation exists to purchase copiers/printers under $5,000.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_217 - P&D-Increase Leave Payout Account

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	25,000	0	25,000
Contingency	(25,000)	0	(25,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to increase the leave payout line item by $25,000 for FY 2013-14 retirements.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_218 - CityFleet-Salary Adjustment Contingency

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	226,891	0	226,891
Contingency	(226,891)	0	(226,891)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to move $226,891 in bureau contingency funds budgeted for cost of living and health care increases.

CBO Discussion and Recommendation

Recommended as requested. This adjustment represents a 1.3% decrease to CityFleet Fund contingency.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_219 - CityFleet-Increase Miscellaneous Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	240,000	0	240,000
TOTAL EXPENDITURES	**240,000**	**0**	**240,000**
REVENUES			
Miscellaneous	240,000	0	240,000
TOTAL REVENUES	**240,000**	**0**	**240,000**

Bureau Description:

This request is to recognize additional miscellaneous revenues that will be received in FY 2014 by $293,700 due to increased asset sales from CityFleet auctions.

CBO Discussion and Recommendation

Recommended as requested. These revenues will be held in replacement reserve contingency for future use by bureaus who owned the auctioned assets.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_220 - CityFleet-Kerby Parking Lot Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	53,700	0	53,700
TOTAL EXPENDITURES	**53,700**	**0**	**53,700**
REVENUES			
Miscellaneous	53,700	0	53,700
TOTAL REVENUES	**53,700**	**0**	**53,700**

Bureau Description:

This request is to recognize the 3rd payment of $ 53,700 for the Kerby parking lot that was sold to Emmanuel Hospital.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_221 - CityFleet-Parks Golf IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(50,000)	0	(50,000)
TOTAL EXPENDITURES	**(50,000)**	**0**	**(50,000)**
REVENUES			
Interagency Revenue	(50,000)	0	(50,000)
TOTAL REVENUES	**(50,000)**	**0**	**(50,000)**

Bureau Description:

The Parks Golf Fund has requested a $50,000 reduction to the interagency with CityFleet for vehicle replacement.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_222 - CityFleet-ONI IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(6,000)	0	(6,000)
TOTAL EXPENDITURES	**(6,000)**	**0**	**(6,000)**
REVENUES			
Interagency Revenue	(6,000)	0	(6,000)
TOTAL REVENUES	**(6,000)**	**0**	**(6,000)**

Bureau Description:

The Office of Neighborhood Involvement has requested a $6,000 reduction to the interagency with CityFleet for new vehicles.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_223 - Fire Facilities GO Bond-Transfer Appropriation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	6,000	0	6,000
Internal Materials and Services	8,000	0	8,000
Capital Outlay	(14,000)	0	(14,000)
Contingency	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from fund contingency to Internal M&S for coordinated site services from BES and External M&S for external financial services. The services by BES were required for a property sale and the financial services were greater than expected.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_224 - BTS - OMF BIBS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	7,000	0	7,000
TOTAL EXPENDITURES	**7,000**	**0**	**7,000**
REVENUES			
Interagency Revenue	7,000	0	7,000
TOTAL REVENUES	**7,000**	**0**	**7,000**

Bureau Description:

OMF Bureau of Internal Business Services has requested a $7,000 increase to their interagency with BTS to cover additional corporate application and strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_225 - Revenue Bureau - Recognize Innovation Funds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	47,000	0	47,000
External Materials and Services	155,000	0	155,000
Internal Materials and Services	93,000	0	93,000
TOTAL EXPENDITURES	**295,000**	**0**	**295,000**
REVENUES			
General Fund Discretionary	295,000	0	295,000
TOTAL REVENUES	**295,000**	**0**	**295,000**

Bureau Description:

This is a request to recognize $295,000 worth of innovation funding for the IRS Tax Information Exchange project in the Revenue Bureau. Funding was approved by Council on 3/12/14.

CBO Discussion and Recommendation

Recommended as requested. Council approved funding for the six Innovation Fund proposals by resolution at the March 12th City Council meeting, following the recommendations of the Innovation Fund Task Force. This request reappropriates the funding from Special Appropriations to the bureau.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_226 - Revenue Bureau - Litigation Fund Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(75,000)	0	(75,000)
TOTAL EXPENDITURES	**(75,000)**	**0**	**(75,000)**
REVENUES			
General Fund Discretionary	(75,000)	0	(75,000)
TOTAL REVENUES	**(75,000)**	**0**	**(75,000)**

Bureau Description:

In fiscal year 2008-09 Council Authorized (Res 36639) $150,000 in general fund appropriation for conducting legal proceedings in consultation with the City Attorney's Office for enforcing franchise agreements of telecom companies. To date, the Office for Community Technology has collected over $7.75 million in unpaid franchise fees for various telecom companies, mostly through litigations. The office requests to carryover over the current balance of $75,000 in appropriation to fiscal year 2014-15 to continue to perform these functions for the Utility Franchise Management Program in order to preserve and collect general fund revenues for the City, which could be lost otherwise. The Revenue Bureau will do a true-up of actual litigation funds spent in the Fall BMP.

CBO Discussion and Recommendation

Recommended as requested. The Revenue Bureau- Office for Community Technology requests to carryover $75,000 of unspent General Fund discretionary dedicated to supporting litigation efforts necessary for enforcing franchise agreements with telecommunications companies

This funding was originally authorized in FY 2008-09 in the amount of $150,000. OCT has been slowly spending down the balance, although no funding is projected to be expended in FY 2013-14. The CBO recommends that OCT be allowed to carry-over these one-time funds since it often results in the collection of unpaid franchise fees and higher revenues for the City.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_228 - Health Fund Spring Bump Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	147,297	0	147,297
TOTAL EXPENDITURES	**147,297**	**0**	**147,297**
REVENUES			
Interagency Revenue	147,297	0	147,297
TOTAL REVENUES	**147,297**	**0**	**147,297**

Bureau Description:

This request will recognize revenues for the extension of benefits due to targeted severances or employee deaths for various bureaus totalling $147,297.

CBO Discussion and Recommendation

Recommended as requested. Bureaus affected include Bureau of Environmental Services, the City Auditor, Office of Equity and Human Rights, Portland Fire and Rescue, Office of Management and Finance, Office of Neighborhood Involvement, Portland Bureau of Transportation, Portland Police Bureau, and Portland Water Bureau.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_229 - CityFleet - Police IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(400,000)	0	(400,000)
Contingency	(100,000)	0	(100,000)
TOTAL EXPENDITURES	**(500,000)**	**0**	**(500,000)**
REVENUES			
Interagency Revenue	(500,000)	0	(500,000)
TOTAL REVENUES	**(500,000)**	**0**	**(500,000)**

Bureau Description:

The Police have requested a $500,000 reduction to the IA with CityFleet.

CBO Discussion and Recommendation

Recommended as requested. The Portland Police Bureau (PPB) is projecting to utilize fewer CityFleet time and materials services in FY 2013-14. As such, PPB is requesting to decrease its CityFleet interagency agreement by $500,000 and increase its Bureau of Technology services IA by the corresponding amount. This package reduces CityFleet Fund interageny revenues. Due to increases in other CityFleet revenue sources, no impact to internal service fund rates are expected as a result of this change.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_230 - CityFleet - OEHR IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,500	0	1,500
TOTAL EXPENDITURES	**1,500**	**0**	**1,500**
REVENUES			
Interagency Revenue	1,500	0	1,500
TOTAL REVENUES	**1,500**	**0**	**1,500**

Bureau Description:

The Office of Equity and Human Rights has requested a $1,500 increase to the CityFleet IA for motor pool tickets.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_231 - P&D - OEHR IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	3,200	0	3,200
TOTAL EXPENDITURES	**3,200**	**0**	**3,200**
REVENUES			
Interagency Revenue	3,200	0	3,200
TOTAL REVENUES	**3,200**	**0**	**3,200**

Bureau Description:

The Office of Equity and Human Rights has requested a $3,200 increase to the P&D IA for pre-press and copier services.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_232 - P&D - BPS IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(12,000)	0	(12,000)
TOTAL EXPENDITURES	**(12,000)**	**0**	**(12,000)**
REVENUES			
Interagency Revenue	(12,000)	0	(12,000)
TOTAL REVENUES	**(12,000)**	**0**	**(12,000)**

Bureau Description:

The Bureau of Planning and Sustainability has requested a $12,000 reduction to the P&D IA for copy/bind/print services.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_233 - CityFleet - POEM IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	3,848	0	3,848
Capital Outlay	40,147	0	40,147
TOTAL EXPENDITURES	**43,995**	**0**	**43,995**
REVENUES			
Interagency Revenue	43,995	0	43,995
TOTAL REVENUES	**43,995**	**0**	**43,995**

Bureau Description:

The Portland Bureau of Emergency Management has requested an increase the Fleet IA.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_234 - BTS - PSSRP FIS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	22,000	0	22,000
TOTAL EXPENDITURES	**22,000**	**0**	**22,000**
REVENUES			
Interagency Revenue	22,000	0	22,000
TOTAL REVENUES	**22,000**	**0**	**22,000**

Bureau Description:

The PSSRP FIS project has requested a $22,000 increase to their interagency with BTS to cover additional strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_235 - BTS - PBEM IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	10,229	0	10,229
TOTAL EXPENDITURES	**10,229**	**0**	**10,229**
REVENUES			
Interagency Revenue	10,229	0	10,229
TOTAL REVENUES	**10,229**	**0**	**10,229**

Bureau Description:

The Portland Bureau of Emergency Management has requested a $10,229 increase to their interagency with BTS to cover additional server support expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_236 - OMF-13-14 Coordinated Cleanup

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(115,000)	0	(115,000)
TOTAL EXPENDITURES	**(115,000)**	**0**	**(115,000)**
REVENUES			
General Fund Discretionary	(115,000)	0	(115,000)
TOTAL REVENUES	**(115,000)**	**0**	**(115,000)**

Bureau Description:

This is one of three requests within the FY 2013-14 OMF Spring Bmp to fund the Campsite Cleanup program. Approval of all three requests will result in the program being funded from April 2014 through March 2015. This particular request for $115K reduces OMF General Fund Discretionary one-time to fund three months of the Campsite Cleanup program (April 2014-June 2014).

The City of Portland entered into a settlement agreement related to cleanup of unlawful campsites on City-owned property to resolve a federal lawsuit that focused on the procedures used by the Portland Police Bureau (PPB). Subsequent to the 2012 settlement, PPB determined that it will no longer assume responsibility for camp clean-ups. As a result, each property-owning bureau where such camps may occur is responsible to ensure that camps are cleaned up in accord with the terms of the settlement agreement and other legal requirements. This request makes funding available within the Facilities Services Fund to fulfill this legal requirement.

CBO Discussion and Recommendation

Recommended as requested. This request is a companion to MF_257. Together these requests would make available funds in the Facilities Services Fund to clean up an undetermined number of unlawful campsites on City-owned property by completing a one-time cash transfer from OMF's General Fund appropriation. This specific request recognizes the decrease in General Fund discretionary revenue from the Business Operations Division. The availability of funding in this unit is driven largely by vacancies and changes in project schedules.
The task of campsite cleanup was formerly the responsibility of the Portland Police Bureau. Facilities will now be responsible for managing this program. At this time, it has not been determined which campsites to prioritize, or the number of campsites that will be cleaned, but it is likely that most or all of the City's property-owning bureaus will benefit from this program. The bureau recently executed a contract with a vendor to perform the campsite cleanup services.
There is no net increase in the bureau's total appropriation as a result of approving both requests; however, there are changes to the fund specific allotments.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_237 - Revenue-Carryover-Litigation/Binding Arbitration

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(50,000)	50,000	0
TOTAL EXPENDITURES	**(50,000)**	**50,000**	**0**
REVENUES			
General Fund Discretionary	(50,000)	50,000	0
TOTAL REVENUES	**(50,000)**	**50,000**	**0**

Bureau Description:

The Revenue Bureau, through the City Attorney's Office, has agreed to binding arbitration in lieu of proceeding with litigation involving a contract dispute. The potential liability to the City is $50,000. The Bureau requests that this amount be carried over to the next fiscal year since it does not appear that the arbitration will conclude prior to the fiscal year end.

CBO Discussion and Recommendation

CBO does not recommend this request. The Revenue Bureau is currently engaged in binding arbitration, but there are no guarantees as to the timeframe for final resolution. If arbitration occurs this fiscal year, OMF has sufficient underspending projected to absorb any additional costs as a result of the binding arbitration. If the arbitration concludes after this fiscal year, OMF can request funding at that time. Additionally, this request does not conform to FY 2013-14 Spring BMP guidance which narrowly defines allowable carryover as "requests that received a current year appropriation for one-time projects."

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_238 - EBS Project Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request establishes a capital project budget within existing EBS resources for the Caseware CAFR Software Implementation.

CBO Discussion and Recommendation

Recommended as requested. Changes are related to capitalizing the CAFR Caseware software implementation project.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_239 - BIBS Procurement - Carryover Liquidated Damages

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(9,300)	9,300	0
TOTAL EXPENDITURES	**(9,300)**	**9,300**	**0**
REVENUES			
General Fund Discretionary	(9,300)	9,300	0
TOTAL REVENUES	**(9,300)**	**9,300**	**0**

Bureau Description:

Procurement is requesting to carryover $9,300 from liquidated damages.

The City collects liquidated damages when contractors fail to meet Workforce Training and Hiring Program and Good Faith Effort Program requirements on City contracts. Procurement Services uses the funds from the liquidated damages account to grant funds to Community Based Organizations (CBO's) that are dedicated to the development of workforce opportunities and training for women and persons of color. Due to lower than expected collection of liquidated damages in the current fiscal year, Procurement Services requests a carryover of existing funds into FY 2014-15. This will allow for a more substantial contribution to the CBO's in the next fiscal year.

CBO Discussion and Recommendation

This package seeks to carryover $9,300 in liquidated damages recognized in the Procurement Division as General Fund program revenues. These revenues are collected from contractors who fail to meet certain City contracting requirements. Per Administrative Rule 1.20, "Procurement Services shall use the money collected to be granted to organizations supporting the Workforce Training & Hiring Program goals."

Based on guidance outlined in the BMP Manual, General Fund non-discretionary carryover requests are to occur in the Fall BMP. As such, CBO cannot recommend this request at this time. Instead, CBO recommends that OMF bring this package forward in the FY 2014-15 Fall BMP.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_240 - BTS - CBO IA Decrease

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(20,000)	0	(20,000)
TOTAL EXPENDITURES	**(20,000)**	**0**	**(20,000)**
REVENUES			
Interagency Revenue	(20,000)	0	(20,000)
TOTAL REVENUES	**(20,000)**	**0**	**(20,000)**

Bureau Description:

The City Budget Office has requested a decrease of $20,000 in their interagency with BTS to recognize lower than anticipated expenses in billable operations.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_241 - BTS - PSSRP IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	152,000	0	152,000
TOTAL EXPENDITURES	**152,000**	**0**	**152,000**
REVENUES			
Interagency Revenue	152,000	0	152,000
TOTAL REVENUES	**152,000**	**0**	**152,000**

Bureau Description:

PSSRP has requested an increase of $152,000 to their interagency with BTS to cover additional Radio project billable operations expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_242 - BTS - Increase IA with Facilities

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	10,000	0	10,000
Contingency	(10,000)	0	(10,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to increase the BTS interagency with Facilities Services by $10,000 to cover HVAC work needed at the Council Crest 800 MHz site.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_243 - BTS - 800 MHz site upgrades

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	78,500	0	78,500
Contingency	(78,500)	0	(78,500)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to increase appropriation by $78,500 for upgrades to various BTS 800 MHz sites prior to the PSSRP radio project's equipment installs.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_244 - PSSRP-RegJIN additional resources

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	220,000	0	220,000
Internal Materials and Services	0	0	0
Fund Transfers - Expense	220,000	0	220,000
Contingency	(220,000)	0	(220,000)
TOTAL EXPENDITURES	**220,000**	**0**	**220,000**
REVENUES			
Fund Transfers - Revenue	220,000	0	220,000
TOTAL REVENUES	**220,000**	**0**	**220,000**

Bureau Description:

RegJIN project work is occuring at an accelerated rate, and additional resources are needed to complete crucial tasks. The appropriation for the resources will be funded out of project cash held in the Technology Services Fund. This request increases the Technology Services Fund to General Fund cash transfer.

CBO Discussion and Recommendation

Recommended as requested. This package transfers $220,000 from RegJIN project resources held in the Technology Service Fund.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_245 - BTS - Work Force Management Upgrade

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	100,000	0	100,000
Capital Outlay	100,000	0	100,000
Contingency	(200,000)	0	(200,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is to appropriate $200,000 to cover anticipated ACD (automated call distribution) Work Force Management Upgrade expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_247 - BIBS Facilities - OEHR IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,000	0	2,000
TOTAL EXPENDITURES	**2,000**	**0**	**2,000**
REVENUES			
Interagency Revenue	2,000	0	2,000
TOTAL REVENUES	**2,000**	**0**	**2,000**

Bureau Description:

The Office of Equity and Human Rights has requested a $2,000 increase to their IA with Facilities.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_248 - BIBS Facilities - BDS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	155,000	0	155,000
Contingency	0	0	0
TOTAL EXPENDITURES	**155,000**	**0**	**155,000**
REVENUES			
Interagency Revenue	155,000	0	155,000
TOTAL REVENUES	**155,000**	**0**	**155,000**

Bureau Description:

The Bureau of Development Services has requested a $155,000 increase to the IA with Facilities.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_249 - BIBS Facilities - PBOT IA reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(846,509)	0	(846,509)
Contingency	(274,218)	0	(274,218)
TOTAL EXPENDITURES	**(1,120,727)**	**0**	**(1,120,727)**
REVENUES			
Interagency Revenue	(1,120,727)	0	(1,120,727)
TOTAL REVENUES	**(1,120,727)**	**0**	**(1,120,727)**

Bureau Description:

The Portland Bureau of Transportation has requested a reduction to the IA with Facilities for operations & maintenance work at the parking garages.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_250 - BIBS Facilities - Water IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	30,000	0	30,000
TOTAL EXPENDITURES	**30,000**	**0**	**30,000**
REVENUES			
Interagency Revenue	30,000	0	30,000
TOTAL REVENUES	**30,000**	**0**	**30,000**

Bureau Description:

Water has requested an increase of $30,000 to the IA with Facilities.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_251 - BIBS Facilities - PSSRP IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	57,500	0	57,500
Contingency	14,000	0	14,000
TOTAL EXPENDITURES	**71,500**	**0**	**71,500**
REVENUES			
Interagency Revenue	71,500	0	71,500
TOTAL REVENUES	**71,500**	**0**	**71,500**

Bureau Description:

PSSRP has requested a $71,500 increase to the IA with Facilities for work on the radio project.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_252 - BIBS Facilities - BTS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,000	0	10,000
Contingency	0	0	0
TOTAL EXPENDITURES	**10,000**	**0**	**10,000**
REVENUES			
Interagency Revenue	10,000	0	10,000
TOTAL REVENUES	**10,000**	**0**	**10,000**

Bureau Description:

The Bureau of Technology Services has requested a $10,000 increase to the IA with Facilities as the service provider for HVAC work at Council Crest.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_253 - BIBS Facilities - PBEM IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	3,190	0	3,190
TOTAL EXPENDITURES	**3,190**	**0**	**3,190**
REVENUES			
Interagency Revenue	3,190	0	3,190
TOTAL REVENUES	**3,190**	**0**	**3,190**

Bureau Description:

The Portland Bureau of Emergency Management has requested an increase to the IA with Facilities.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_254 - Station 21 match budget with spending plan

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	258,000	0	258,000
Capital Outlay	916,000	0	916,000
Contingency	(1,174,000)	0	(1,174,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment is to transfer appropriation from fund contingency to External M&S and Capital accounts for the Station 21 project to match the budget with the latest spending projection.

CBO Discussion and Recommendation

Recommended as requested. This request transfers $1.174 million of GO Bond contingency to external materials and services and capital outlay to fund project costs.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_255 - BIBS Facilities - BIBS Admn IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	12,800	0	12,800
TOTAL EXPENDITURES	**12,800**	**0**	**12,800**
REVENUES			
Interagency Revenue	12,800	0	12,800
TOTAL REVENUES	**12,800**	**0**	**12,800**

Bureau Description:

BIBS Administration requested an increase to the IA with Facilities as the service provider for ADA transition plan expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_256 - BTS - Fire IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	59,000	0	59,000
Contingency	60,000	0	60,000
TOTAL EXPENDITURES	**119,000**	**0**	**119,000**
REVENUES			
Interagency Revenue	119,000	0	119,000
TOTAL REVENUES	**119,000**	**0**	**119,000**

Bureau Description:

The Fire Bureau has requested a $119,000 increase to their interagency with BTS to cover additional data line, billable telecomm, billable operations and strategic techology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_257 - BIBS Facilities - Coordinated Cleanup Cash Trans

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	115,000	0	115,000
Contingency	0	0	0
TOTAL EXPENDITURES	**115,000**	**0**	**115,000**
REVENUES			
Fund Transfers - Revenue	115,000	0	115,000
TOTAL REVENUES	**115,000**	**0**	**115,000**

Bureau Description:

This is one of three requests within the FY 2013-14 OMF Spring Bmp to fund the Campsite Cleanup program. Approval of all three requests will result in the program being funded from April 2014 through March 2015. This request is to transfer $115,000 from the General Fund to the Facilities Fund.

The City of Portland entered into a settlement agreement related to cleanup of unlawful campsites on City-owned property to resolve a federal lawsuit that focused on the procedures used by the Portland Police Bureau (PPB). Subsequent to the 2012 settlement, PPB determined that it will no longer assume responsibility for camp clean-ups. As a result, each property-owning bureau where such camps may occur is responsible to ensure that camps are cleaned up in accord with the terms of the settlement agreement and other legal requirements. This request makes funding available within the Facilities Services Fund to fulfill this legal requirement.

CBO Discussion and Recommendation

Recommended as requested. This request is a companion to MF_236. Together these requests would make available funds in the Facilities Services Fund to clean up an undetermined number of unlawful campsites on City-owned property by completing a one-time cash transfer of OMF's General Fund appropriation. This specific request recognizes the General Fund cash transfer revenues in the Facilities Services Fund.

The task of campsite cleanup was formerly the responsibility of the Portland Police Bureau. Facilities will now be responsible for managing this program. At this time, it has not been determined which campsites to prioritize, or the number of campsites that will be cleaned, but it is likely that most or all City's property-owning bureaus will benefit from this program. The bureau recently executed a contract with a vendor to perform the campsite cleanup services.
There is no net increase in the bureau's total appropriation as a result of approving both requests; however, there are changes to the fund specific allotments.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_258 - BTS - Revenue Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	93,000	0	93,000
TOTAL EXPENDITURES	**93,000**	**0**	**93,000**
REVENUES			
Interagency Revenue	93,000	0	93,000
TOTAL REVENUES	**93,000**	**0**	**93,000**

Bureau Description:

The Revenue Bureau has requested an increase of $93,000 to their interagency with BTS to cover additional billable operations expenses.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_259 - BIBS Facilities - Housing IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	750	0	750
TOTAL EXPENDITURES	**750**	**0**	**750**
REVENUES			
Interagency Revenue	750	0	750
TOTAL REVENUES	**750**	**0**	**750**

Bureau Description:

Housing increased the IA with Facilities as the service provider by $750.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_260 - Revenue - Increase Conv. & Tourism IA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	30,000	0	30,000
TOTAL EXPENDITURES	**30,000**	**0**	**30,000**
REVENUES			
Interagency Revenue	30,000	0	30,000
TOTAL REVENUES	**30,000**	**0**	**30,000**

Bureau Description:

As recognized in the City Economists financial forecasts the Transient Lodging tax is estimated to be higher than originally budgeted. This means a corresponding increase in the administrative IA between the Convention and Tourism Fund and the Revenue Bureau. This is a request to recognize that $30,000 IA increase.

CBO Discussion and Recommendation

Recommended as requested. This adjustment is allowable under the terms of the contract with Travel Portland. Specifically the contract allows the bureau to retain 1% of total Tourism Improvement District revenues to pay for administrative expenses.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_261 - Revenue - True up Beg Fund Bal - Prop Mgmt Lic

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	38,769	0	38,769
TOTAL EXPENDITURES	**38,769**	**0**	**38,769**
REVENUES			
Budgeted Beginning Fund Balance	38,769	0	38,769
TOTAL REVENUES	**38,769**	**0**	**38,769**

Bureau Description:

This is a request to true up the beginning fund balance for the Property Management License Fund to the FY 2012-13 CAFR.

CBO Discussion and Recommendation

Recommended as requested. This request increases the Property Management License Fund beginning fund balance to $38,769.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_262 - Revenue - True up Beg Fund Bal - Conv & Tourism

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	183,160	0	183,160
TOTAL EXPENDITURES	**183,160**	**0**	**183,160**
REVENUES			
Budgeted Beginning Fund Balance	183,160	0	183,160
TOTAL REVENUES	**183,160**	**0**	**183,160**

Bureau Description:

This is a request to true up the beginning fund balance for the Convention and Tourism Fund to the FY 2012-13 CAFR.

CBO Discussion and Recommendation

Recommended as requested. This request increases the Convention and Tourism Fund beginning fund balance to $183,160.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_263 - Revenue - Increase Tax Revenue - Prop Mgmt Lic

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	411,430	0	411,430
TOTAL EXPENDITURES	**411,430**	**0**	**411,430**
REVENUES			
Licenses & Permits	412,500	0	412,500
Charges for Services	(300)	0	(300)
Miscellaneous	(770)	0	(770)
TOTAL REVENUES	**411,430**	**0**	**411,430**

Bureau Description:

As recognized in the City Economist's financial forecasts, the Transient Lodging tax is estimated to be higher than originally budgeted. This is a request to recognize new revenues in the Property Management License Fund as related to the forecast.

CBO Discussion and Recommendation

Recommended as requested. This adjustment equates to an 8% increase in license and permit revenues in the Property Management License Fund. Specifically, collections are projected to increase $65,500 in the Lloyd Business District and $349,250 in the Downtown Business District.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_264 - Revenue - Increase Tax Revenue - Conv & Tourism

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	4,264,108	0	4,264,108
Internal Materials and Services	30,000	0	30,000
TOTAL EXPENDITURES	**4,294,108**	**0**	**4,294,108**
REVENUES			
Taxes	4,295,608	0	4,295,608
Miscellaneous	(1,500)	0	(1,500)
TOTAL REVENUES	**4,294,108**	**0**	**4,294,108**

Bureau Description:

As recognized in the City Economist's financial forecasts, the Transient Lodging tax is estimated to be higher than originally budgeted. This is a request to recognize new revenues in the Convention and Tourism Fund as related to the forecast.

CBO Discussion and Recommendation

Recommended as requested. This packages increases Convention and Tourism Fund revenues by 44.64%. Of the total $4.925 million increase, $1.3 million is attributable to an overall increase in Transient Lodging Taxes and $3.0 million is related to the under projecting of Tourism Improvement District Revenues. It is likely that the bureau will need to adjust the funds' FY 2014-15 budgeted revenues to more accurately reflected projected collections. Less administrative expenses, revenues collected by the fund are forwarded to Travel Portland.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_265 - BTS - Facilities IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	300,000	0	300,000
Contingency	500,000	0	500,000
TOTAL EXPENDITURES	**800,000**	**0**	**800,000**
REVENUES			
Interagency Revenue	800,000	0	800,000
TOTAL REVENUES	**800,000**	**0**	**800,000**

Bureau Description:

Facilities Services has requested a $800,000 increase to their interagency with BTS to cover ECC costs for billable radio/video, billable telecomm, and billable operations.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_266 - Revenue - Arts Tax Fund True-up / Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(2,060,563)	0	(2,060,563)
TOTAL EXPENDITURES	**(2,060,563)**	**0**	**(2,060,563)**
REVENUES			
Budgeted Beginning Fund Balance	(380,563)	0	(380,563)
Taxes	(1,650,000)	0	(1,650,000)
Miscellaneous	(30,000)	0	(30,000)
TOTAL REVENUES	**(2,060,563)**	**0**	**(2,060,563)**

Bureau Description:

This is a request to adjust projected tax collections, and true up beginning fund balance to the 2012-13 CAFR.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Carryover Request

Request: MF_267 - Revenue - Carryover - Innovation Funding

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(124,000)	0	(124,000)
TOTAL EXPENDITURES	**(124,000)**	**0**	**(124,000)**
REVENUES			
General Fund Discretionary	(124,000)	0	(124,000)
TOTAL REVENUES	**(124,000)**	**0**	**(124,000)**

Bureau Description:

This is a request to carryover $124,000 of the Innovation funding awarded to the Revenue Bureau for the IRS Data Exchange. The amount retained in FY 2013-14 ($171,000) is an estimate of potential costs. The Revenue Bureau will true up costs in the Fall BMP, and request any addtional carryover that remains unspent, if necessary.

CBO Discussion and Recommendation

Recommended as requested. This request is considered a technical adjustment because it will be offset by the disbursement of Innovation Fund revenues.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** Technical Adjustment

Request: MF_268 - Transfer appropriation for ECC project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	800,000	0	800,000
Capital Outlay	(519,000)	0	(519,000)
Contingency	(281,000)	0	(281,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer $800,000 of appropriation from capital ($519,000) and fund contingency ($281,000) to three BTS IA accounts for the installation/construction of the technology components of the Emergency Coordinations Center. The transfer from fund contingency represents the difference between resources the fund had for the project at June 30, 2013 and what was budgeted in FY 2013-14.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_269 - Transfer approp - PSD services to LEP Project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(3,000)	0	(3,000)
Internal Materials and Services	3,000	0	3,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer $3,000 of appropriation within the Facilities Services ADA Title II/Title VI program from External M&S to a Planning IA account (652129) for the Bureau of Planning and Sustainable Development's services to the Limited English proficiency (LEP) project.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_270 - BIBS Facilities-Transfer approp to Personnel Srv

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	375,000	0	375,000
Contingency	(375,000)	0	(375,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from fund contingency to personnel services to cover higher than anticipated costs for personnel services. The fund has hired temporary staff for special projects and incurred more overtime than planned due to the power outage in December. Additionally the fund is transferring appropriation from its contingency account for COLA and health insurance inflation.

CBO Discussion and Recommendation

Recommended as requested. This request reduces policy reserves by $375,000.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Management & Finance **Type:** New Request

Request: MF_271 - BIBS Facilities-Budget for ordinance 186463

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	858,000	0	858,000
TOTAL EXPENDITURES	**858,000**	**0**	**858,000**
REVENUES			
Miscellaneous	858,000	0	858,000
TOTAL REVENUES	**858,000**	**0**	**858,000**

Bureau Description:

Ordinance 186463 authorized agreements to implement a settlement in Wright et al v. the City. The ordinance declared any property interest acquired through the Station Place Lot assignment of parking agreement as not needed for public use and authorized disposition through termination of the parking agreement. The City received $858,000 as part of this settlement. The purpose of this budget adjustment request is recognize $858,000 the City received and appropriate it for possible payment this fiscal year.

CBO Discussion and Recommendation

Recommended as requested. As required by Ordinance 186463, the net proceeds of the settlement will be used for funding an alternative site for relocating R2D2. Any excess resources remaining after the funding the alternative site shall be used to address houselessness as identified by Commissioner Fritz and approved by R2D2.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the Mayor **Type:** Technical Adjustment

Request: MY_011 - Mayor - Technical Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	5,399	0	5,399
TOTAL EXPENDITURES	**5,399**	**0**	**5,399**
REVENUES			
General Fund Discretionary	5,399	0	5,399
TOTAL REVENUES	**5,399**	**0**	**5,399**

Bureau Description:

This is a request to move $5,399 from the Office of Youth Violence Prevention to their old cost center in the Mayor's Office, where a current contract is settling. These funds were carried over in the Fall BMP and should reside in the Mayor's Office where the contract will expire.

CBO Discussion and Recommendation

Recommended as requested. This is a technical adjustment to properlly align encumbrances with expenditures in the current fiscal year.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of the Mayor **Type:** New Request

Request: MY_012 - Mayor - Recognize/Appropriate GIFT Grant Funds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	47,189	0	47,189
TOTAL EXPENDITURES	**47,189**	**0**	**47,189**
REVENUES			
Intergovernmental Revenues	47,189	0	47,189
TOTAL REVENUES	**47,189**	**0**	**47,189**

Bureau Description:

This is a request to recognize and appropriate Gang Impacted Family Team grant funds from the State of Oregon in the amount of $47,189. This grant was accepted and approved by Council via ordinance 186010.

CBO Discussion and Recommendation

Recommended as requested. This adjustment will increase the Revised Budget accordingly.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Technical Adjustment

Request: NI_014 - correct I/A with Transportation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	6,000	0	6,000
Internal Materials and Services	(6,000)	0	(6,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Reduce I/A with Transportation to reflect actual costs of new vehicles. Preliminary estimates of vehicles costs were more than $6,000 higher than final actual costs.

CBO Discussion and Recommendation

Recommended as requested. The bureau is moving the $6,000 savings to the line item for Miscellaneous Services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_015 - Technical Corrections

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(2,677)	0	(2,677)
External Materials and Services	0	0	0
Internal Materials and Services	2,677	0	2,677
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Charges for Services	0	0	0
Miscellaneous	0	0	0
General Fund Discretionary	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

Minor changes to move budgeted expenses to the correct cost objects

CBO Discussion and Recommendation

Recommended as requested. Request also contains a transfer of $2,677 from regular salary to IMS for payout benefits (IA with OMF).

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Technical Adjustment

Request: NI_016 - Landlord Training support

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(2,000)	0	(2,000)
Internal Materials and Services	2,000	0	2,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

$2000 to support BDS landlord training program. This allows BDS to provide 4 additional Landlord Training classes.

CBO Discussion and Recommendation

Recommended as requested. ONI is transferring the funds from its line item for Miscellaneous Services in EMS.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Technical Adjustment

Request: NI_017 - EPAP Municipal Partner Projects

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(22,000)	6,000	(16,000)
Internal Materials and Services	10,000	0	10,000
Fund Transfers - Expense	6,000	(6,000)	0
TOTAL EXPENDITURES	**(6,000)**	**0**	**(6,000)**
REVENUES			
General Fund Discretionary	(6,000)	0	(6,000)
TOTAL REVENUES	**(6,000)**	**0**	**(6,000)**

Bureau Description:

$10,000 East Portland Action Plan I/A transfer to Transportation for installing bike racks in East Portland. $6,000 transfer to Parks Memorial Trust to translate documents related to mobile summer playgrounds project.

The Transportation grant money will be used on high-capacity bike racks that effectively meet the unique conditions of bike parking in asphalt parking lots and installation for 10 East Portland businesses or business locations; a portion of the grant will include City staff time to cover outreach to additional businesses, planning, and project management.

Parks funding will allow the summer mobile playground, East Portland, to enhance its outreach efforts to our ethnic communities with the translation of additional languages for the publicity material.

CBO Discussion and Recommendation

Recommended. The $16,000 is being transferred from Miscellaneous Services in EMS. ONI's General Fund discretionary resources is reduced by $6,000 to fund the transfer to Parks, since cash transfers are handled centrally by CBO.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Technical Adjustment

Request: NI_018 - Funding for Part-time staff at Coalitions

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	39,000	0	39,000
External Materials and Services	(39,000)	0	(39,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

ONI staffs and runs two of the 7 Neighborhood Coalition Offices - East Portland and North Portland offices. This transfer of $21,000 for East and $18,000 for North allows for the payment of part-time, seasonal staff at those locatons.

CBO Discussion and Recommendation

Recommended as requested. The transfers are from Miscellaneous Services line item in EMS.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** New Request

Request: NI_019 - Recognize Revenue and Expenses for NPNO

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	34,750	0	34,750
TOTAL EXPENDITURES	**34,750**	**0**	**34,750**
REVENUES			
Charges for Services	0	0	0
Miscellaneous	34,750	0	34,750
TOTAL REVENUES	**34,750**	**0**	**34,750**

Bureau Description:

The North Portland Neighborhood Office runs the North Portland Tool Library, the St John's Farmer's Market, and performs some additional functions for the non-profit North Portland Community Works. Staff time spent on these projects is reimbursed to the City out of NPCW funds. This request recognizes the work done for NPCW and the corresponding revenues. The expected cost of the services is $34,750 for the year.

CBO Discussion and Recommendation

Recommended. This true-up is routine for ONI every year.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Technical Adjustment

Request: NI_020 - Reduce Noise Budget

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(18,500)	0	(18,500)
External Materials and Services	(26,664)	0	(26,664)
TOTAL EXPENDITURES	**(45,164)**	**0**	**(45,164)**
REVENUES			
Charges for Services	(45,164)	0	(45,164)
TOTAL REVENUES	**(45,164)**	**0**	**(45,164)**

Bureau Description:

The Noise Control program was previously a part of the Bureau of Development Services. In the FY2013-14 budget the entire Noise Program was transferred to ONI. While the one dedicated Noise staffer's costs immediately transferred to ONI, other staff partially funded from and working on the Noise Control program remained at BDS and so did their expenses and the Noise revenues. This request to reduce the Noise budget by $45,164 reflects $25,854 of revenues recognized at BDS. Noise revenues were budgeted for the fiscal year at $148,101. ONI believes that the actual revenues will come in closer to $123,000 for the year. ONI expects to collect about $103,000 of revenues from September through the end of June. This request shows the reduced budget at ONI due to revenues at BDS, and over-budgeting of actual revenues in the FY2013-14 Adopted Budget.

CBO Discussion and Recommendation

CBO recommends this technical adjustment true-ing up the budget. $18,500 is being reduced in personnel services, and $26,664 from rent.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_021 - Seasonal Liquor staff

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	7,500	0	7,500
External Materials and Services	(7,500)	0	(7,500)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Seasonal liquor licensing staff to assist during high volume time for livability. This will be the first year at ONI when we have both Liquor Licensing and Noise Control functions. The liquor support staff have always been shared among programs, so they could increase hours to the liquor program when needed. Since the staff person is now shared between Noise and Liquor, which both have high volume in May/June, we will need some additional help at this time of year

CBO Discussion and Recommendation

Recommended as requested. $7,500 is being transferred from the liquor program's line item for Miscellaneous Services in EMS.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Carryover Request

Request: NI_022 - ADA improvements to Historic Kenton Firehouse

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(90,000)	90,000	0
TOTAL EXPENDITURES	**(90,000)**	**90,000**	**0**
REVENUES			
General Fund Discretionary	(90,000)	90,000	0
TOTAL REVENUES	**(90,000)**	**90,000**	**0**

Bureau Description:

The Kenton Firehouse is an ONI owned property used for many public meetings, but it lacks appropriate ADA accessibility. This request would allow for implementation of the highest priority changes identified for this property in the City's ADA Transition Plan and required to bring the Firehouse into ADA compliance – reconfiguration of the space to create an accessible primary entrance to the facility and an accessible restroom. This is the only property owned by ONI and there is no capital or maintenance budget for the property. The funds for this project include redirected one-time funds for the Graffiti Abatement program as the accessibility of the Kenton Firehouse was identified as a higher priority with greater impact more core to ONI's mission and goals than the planned grant project with Graffiti. ONI secured an architect but anticipates difficulty securing a construction contract in the current fiscal year so is requesting carry forward of the funds to complete the work in FY 2014-15.

CBO Discussion and Recommendation

In its FY 2014-15 Requested Budget, ONI has a request for $100,000 of additional one-time General Fund resources for this very purpose. The amount requested was based on discussions between OMF-Facilities, architects, and a contractor. This Spring BMP carry over request of $90,000 consists of $75,000 from the Graffiti program meant for grants and $15,000 from funds for neighborhood outreach. The $75,000 of graffiti funds in the FY 2013-14 budget was actually carried over from FY 2012-13. CBO does not recommend the request for two reasons. First, the funds that the bureau requested to be carried over were not originally designated for the purposed of upgrading the property. Secondly, the City has not yet prioritized which of its many properties requiring ADA upgrades should receive scarce General Fund resources before others. CBO has communicated with ONI that if Council does not approve of this request, the bureau would lose the $75,000 in funds meant for graffiti abatement if the bureau does not end up using it this year. Council can decide to approve this request considering that engaging with the public is central to ONI's mission and the bureau needs ADA-compliant facilities to do so.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Carryover Request

Request: NI_023 - Equity Training for ONI Staff

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(15,000)	0	(15,000)
TOTAL EXPENDITURES	**(15,000)**	**0**	**(15,000)**
REVENUES			
General Fund Discretionary	(15,000)	0	(15,000)
TOTAL REVENUES	**(15,000)**	**0**	**(15,000)**

Bureau Description:

For several years, the focus of ONI's engagement work has been on expanding the number and diversity of people involved with effort to include people that have been under-engaged. ONI's Equity committee is re-forming and a priority identified is to provide equity training to ensure that all staff have the same core foundation and language for the focus on equity. Due to substantial staffing deficits in the beginning of the year, management has had to focus on recruitments and new program implementation and were unable to initiate the training in FY2014 as planned prior to the programs' busy seasons in Spring/Summer. The funds are requested for carry forward so that the training can be coordinated for Fall/Winter 2014.

CBO Discussion and Recommendation

Although this request seeks to carry over funding that's in ONI's ongoing budget (that is, the bureau has resources in next year's budget that corresponds to the funds that it is requesting to carry over), the project is a one-time project. Therefore, CBO is recommending the carry over of funds for the project and rebudgeting them into next year's project.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Carryover Request

Request: NI_024 - ONI 40-year anniversary and Neighborhood Summit

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(10,000)	0	(10,000)
TOTAL EXPENDITURES	**(10,000)**	**0**	**(10,000)**
REVENUES			
General Fund Discretionary	(10,000)	0	(10,000)
TOTAL REVENUES	**(10,000)**	**0**	**(10,000)**

Bureau Description:

2014 marks the 40-year anniversary since the Office of Neighborhood Involvement was formed (formerly Office of Neighborhood Associations) and for the neighborhood system in Portland. Due to years of cuts, ONI has also be unable to hold a neighborhood summit for several years. This anniversary provides a unique opportunity to celebrate, explore the future of the system, and provide collaboration and training opportunities for community members. Due to substantial staffing deficits in the beginning of the year, management has had to focus on recruitments and new program implementations so are unable to plan the event for Spring. The funds are requested for carry forward so that the event can be coordinated for Fall 2014.

CBO Discussion and Recommendation

Although this request seeks to carry over funding that's in ONI's ongoing budget, that is, the bureau has resources in next year's budget that corresponds to the funds that it is requesting to carry over, the project is a one-time project. Therefore, CBO is recommending the carry over of funds for the project and rebudgeting them into next year's project.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Carryover Request

Request: NI_025 - Disability Disaster Preparedness video

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(10,000)	0	(10,000)
TOTAL EXPENDITURES	**(10,000)**	**0**	**(10,000)**
REVENUES			
General Fund Discretionary	(10,000)	0	(10,000)
TOTAL REVENUES	**(10,000)**	**0**	**(10,000)**

Bureau Description:

The Disability Program received $10,000 to finish a video training for people with disabilities in disaster. Production ran into some problems and we had to delay the project. While it is back on track we will not be able to finish before the end of the fiscal year and would like to carry over the bump money so we can add both Spanish and Russian translation to the video, as well as create information material for groups interested in hosting the training with their organizations and clients.

CBO Discussion and Recommendation

CBO recommends this request which seeks to carry over $10,000 in one-time resources that were added to ONI's budget during the Fall BMP The bureau intends to spend the resources in FY 2014-15 for the original purposes that were originally designated for the funds when they were appropriated.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Carryover Request

Request: NI_026 - Long-term DCL structure

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(20,000)	0	(20,000)
TOTAL EXPENDITURES	**(20,000)**	**0**	**(20,000)**
REVENUES			
General Fund Discretionary	(20,000)	0	(20,000)
TOTAL REVENUES	**(20,000)**	**0**	**(20,000)**

Bureau Description:

This year marks the 7th year since ONI's Diversity and Civic Leadership program was instituted. There is currently a list of organizations who have expressed interest in becoming a new DCL partner, two of which joined this year's BAC and submitted add package requests to expand DCL. In addition, the ONI BAC has identified funding equity among ONI partners as our most pressing policy issue. Currently we have no guidance in place for the long term structure of the DCL program. These funds are requested to engage the services of a professional facilitator with an organizational development background to design and facilitate a process involving ONI staff, partners and the broader community in determining the long term structure of the DCL program, helping us balance the need to support our current partners with the need to be flexible and responsive in the face of Portland's changing demographics. ONI had allocated some of the FY14 PERS savings for this special project but due to substantial staffing deficits in the beginning of the year, management has had to focus on recruitments and new program implementations and were unable to initiate the contract in FY2014 as planned. The funds are requested as carry-over to allow us to engage in this work over the summer and early fall 2014.

CBO Discussion and Recommendation

Although this request seeks to carry over funding that's in ONI's ongoing budget, that is, the bureau has resources in next year's budget that corresponds to the funds that it is requesting to carry over, the project is a one-time project. Therefore, CBO is recommending the carry over of funds for the project and rebudgeting them into next year's project.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Technical Adjustment

Request: NI_027 - Noise Reserves

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	56,742	56,742
TOTAL EXPENDITURES	**0**	**56,742**	**56,742**
REVENUES			
General Fund Discretionary	0	56,742	56,742
TOTAL REVENUES	**0**	**56,742**	**56,742**

Bureau Description:

This request receives and carries over reserves for the Noise Program from BDS.

CBO Discussion and Recommendation

The carryover request was broken out by CBO to NI_028 to increase transparency in reporting.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Neighborhood Involvement **Type:** Carryover Request

Request: NI_028 - Carryover Transfered Noise Reserves

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	(56,742)	(56,742)
TOTAL EXPENDITURES	**0**	**(56,742)**	**(56,742)**
REVENUES			
General Fund Discretionary	0	(56,742)	(56,742)
TOTAL REVENUES	**0**	**(56,742)**	**(56,742)**

Bureau Description:

This is a CBO-created request. No bureau narrative.

CBO Discussion and Recommendation

This request is broken out by CBO from NI_027 to show the carryover of the Noise Reserve separately from the receipt of that reserve by the General Fund.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Equity & Human Rights **Type:** New Request

Request: OE_005 - Governing For Racial Equity - Portland Support

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	20,000	0	20,000
TOTAL EXPENDITURES	**20,000**	**0**	**20,000**
REVENUES			
General Fund Discretionary	20,000	0	20,000
TOTAL REVENUES	**20,000**	**0**	**20,000**

Bureau Description:

Portland is part of the Governing for Racial Equity Network (GRE), a regional network of government employees and elected officials working toward greater racial equity within their jurisdictions. This request would contribute $20,000 toward funding the GRE conference Portland hosted in late March. Portland's contribution would join $20,000 from Multnomah County; $10,000 each from City of Seattle and King County, Washington; and $1500 from Metro. Additionally, $85,000 in conference fees supported the remainder of the conference budget.

CBO Discussion and Recommendation

Recommended as requested. The request is for the City of Portland's contribution of $20,000 for the Governing for Racial Equity conference. As noted above, Multnomah County, the City of Seattle, King County, and Metro have contributed financial resources to the conference. Additional conference revenues come from registration fees. Conference revenues exceed conference expenses, and financial resources wil be refunded to contributors on a prorated basis. While OEHR has made contributions to the conference in the form of staff time, no financial contributions have been made by the City. CBO recognizes the significance of a financial contribution. Normally, General Fund contingency should only be used for unexpected costs, and bureaus should look for ways to fund these costs internally. However, projections for OEHR show the bureau with very little excess capacity this fiscal year, and so in order to make a financial contribution and avoid an overexpenditure, CBO recommends using $20,000 from contingency to cover these costs.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Equity & Human Rights **Type:** New Request

Request: OE_006 - Governing For Racial Equity - Partner Support

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	24,000	0	24,000
External Materials and Services	(10,500)	0	(10,500)
Internal Materials and Services	3,000	0	3,000
TOTAL EXPENDITURES	**16,500**	**0**	**16,500**
REVENUES			
Charges for Services	(5,000)	0	(5,000)
Intergovernmental Revenues	21,500	0	21,500
TOTAL REVENUES	**16,500**	**0**	**16,500**

Bureau Description:

This request accepts financial support for the GRE conference from the jurisdictions listed above. The budget for this conference was established initially in the Fall BMP, and this package serves to true up the budget.

CBO Discussion and Recommendation

Recommended as requested. This package realigns the Governing for Racial Equity conference budget, and recognizes revenue received from Multnomah County, the City of Seattle, King County, and Metro.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Equity & Human Rights **Type:** Compensation Set Aside Request

Request: OE_007 - Compensation Set-Aside Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	12,345	0	12,345
External Materials and Services	0	0	0
Internal Materials and Services	2,655	0	2,655
TOTAL EXPENDITURES	**15,000**	**0**	**15,000**
REVENUES			
Charges for Services	0	0	0
Intergovernmental Revenues	0	0	0
General Fund Discretionary	15,000	0	15,000
TOTAL REVENUES	**15,000**	**0**	**15,000**

Bureau Description:

OEHR is requesting $15,000 of compensation set-aside resources in order to offset unanticipated personnel expenses. While the gross value of the unanticipated expenses was $39,000, OEHR is only requesting $15,000. This is because vacancy savings and other personnel services underspending have offset the impact of the unanticipated event.

CBO Discussion and Recommendation

Recommended as requested. Both CBO and OEHR projections indicate that the office is tightly budgeted, and as of Accounting Period 8 (February 2014), the office is projected to exceed its current budget in personnel services by $20,581. With the addition of the office's share of compensation set-aside, CBO projects personnel services spending to be within budget at year end. CBO maintains the office is eligible to receive compensation set-aside.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Office of Equity & Human Rights **Type:** Technical Adjustment

Request: OE_008 - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(5,700)	0	(5,700)
Internal Materials and Services	5,700	0	5,700
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This decision package makes a number of technical adjustments to the bureau's budget with no net increase or decrease at the bureau or fund level.

CBO Discussion and Recommendation

Recommended as requested. The office is transferring $5,700 from external materials and services to internal materials and services to better realign the budget with the projected expenditures. Specifically, expenses for City Fleet, Printing and Distribution, and costs for staff shared between OEHR and the Portland Housing Bureau were higher than anticipated.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Affairs **Type:** New Request

Request: PA_005 - Recognize DHS Jobs Plus Program Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	10,700	0	10,700
TOTAL EXPENDITURES	**10,700**	**0**	**10,700**
REVENUES			
Miscellaneous	10,700	0	10,700
TOTAL REVENUES	**10,700**	**0**	**10,700**

Bureau Description:

In FY 2013-14 the Gateway Center for Domestic Violence Servies partnered with the OR Department of Human Services Jobs Plus Program to provide employment to victims of domestic violence. The program would reimburse the Gateway Center for all personnel costs, except for $1 per hour. This request is to recognize and budget those funds in the amount of $10,700.

CBO Discussion and Recommendation

Recommended as requested. This adjustment will increase the Revised Budget accordingly.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Affairs **Type:** Technical Adjustment

Request: PA_006 - CPA - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	6,000	0	6,000
External Materials and Services	(6,000)	0	(6,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request is for net zero technical adjustments to more closely align budget with current spending patterns.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Affairs **Type:** New Request

Request: PA_007 - CPA - Recognize County Funding

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	30,800	0	30,800
TOTAL EXPENDITURES	**30,800**	**0**	**30,800**
REVENUES			
Intergovernmental Revenues	30,800	0	30,800
TOTAL REVENUES	**30,800**	**0**	**30,800**

Bureau Description:

The City of Portland and Multnomah County are established partners in supporting the Gateway Center for Domestic Violence Services and its provision of holistic, accessible and coordinated services to victims of domestic violence, and their children. In FY 2013-14 the County has committed an additional $30,800 in support. The Gateway Center intends to use the County funds to pay for one part-time navigator/advocate position ($27,000) and the annual cost of maintaining the Gateway Center parking lot ($3,800). This is a request to recognize and appropriate this funding.

CBO Discussion and Recommendation

Recommended as requested. This is additional program revenue for work related to the Gateway Center for the Domestic Violence Services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Parks & Recreation **Type:** Technical Adjustment

Request: PK_011 - Spring BMP Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	40,682	0	40,682
External Materials and Services	899,646	0	899,646
Internal Materials and Services	101,682	0	101,682
Capital Outlay	(1,035,222)	0	(1,035,222)
Bond Expenses	0	0	0
Fund Transfers - Expense	0	0	0
Contingency	(6,788)	0	(6,788)
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Charges for Services	(48,266)	0	(48,266)
Intergovernmental Revenues	0	0	0
Fund Transfers - Revenue	0	0	0
Miscellaneous	48,266	0	48,266
General Fund Discretionary	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

Technical adjustments between major object categories, cost center and/or commitment items that do not impact fund size or contingency.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Parks & Recreation **Type:** Technical Adjustment

Request: PK_012 - Spring BMP Revenue Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	85,198	0	85,198
External Materials and Services	732,939	0	732,939
Internal Materials and Services	0	0	0
Capital Outlay	1,228,592	0	1,228,592
Bond Expenses	487,100	0	487,100
Fund Transfers - Expense	0	0	0
Contingency	(1,503,108)	0	(1,503,108)
TOTAL EXPENDITURES	**1,030,721**	**0**	**1,030,721**
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Charges for Services	365,000	0	365,000
Intergovernmental Revenues	(2,458,185)	0	(2,458,185)
Interagency Revenue	376,369	0	376,369
Fund Transfers - Revenue	0	0	0
Bond and Note	1,455,000	0	1,455,000
Miscellaneous	1,292,537	0	1,292,537
General Fund Discretionary	0	0	0
TOTAL REVENUES	**1,030,721**	**0**	**1,030,721**

Bureau Description:

New revenues, revenue adjustments, or changes to fund size through contingency adjustments (primarily focused around capital project funding).

CBO Discussion and Recommendation

Recommended as requested. This request includes many adjustments. Some of the notable ones include:
-A shift of $150,000 from the General Fund allocation to the capital fund for the Charles Jordan Community Center Roof
-A $280k increase in the IA with BES for horticultural services including $25k for Bike Blvd Green Streets, $200k for ESCO start up, $25k for Fanno Basin, and $30k for Phase 2 Pipe Rehab; an additional $75k for Urban Forestry services
-$95k net reduction to recreation revenues in the General Fund including $50k for the Community Music Center, $50k for East Portland Community Center, and various other smaller adjustments
-A reduction in anticipated revenue for the Washington Park TMA of $1.1 million representing a revenue shortfall of over 50%; original budget estimates for the system were $2.0 million; reduced expenditures include $370k for Transportation Management Association funding, $200k of reduced contract repair work, $150k for master plan work, and $321k contingency
-$1.3 million reduction in revenue from PDC and related expenses for carryover of the Bridgeton Trail project
-$677k reduction in revenue from PDC for Leach Botanical Garden; the project will not begin in FY 2013-14
-$628k of the major maintenance transfer is shifted to contingency to reflect project timelines
-$285k of debt service savings is moved to contingency to reflect the repayment of the maintenance line of credit
-$464k reduction in River District URA funding from PDC; the project is complete
-$889k moved to capital fund contingency to carry over for capital projects
-$4.6 million of additional SDC revenues are budgeted, including $1.1 million for lien receipts and $1.5 million in lien sales; these new resources fund a cost increase in the Westmoreland Nature Play Area ($490k), South Waterfront Greenway ($1.2 million), Colwood Golf Course trail bridge ($200k), grant match for the Red Electric PBOT project ($176k), Washington Park parking meters ($125k), Werbin development ($161k), Beech development ($50k), a line of credit payoff ($772k) and $1.5 million to contingency
-$3.9 million budgeted for Phase II of South Waterfront Greenway Trail; funded by currently budgeted SDC ($2.7 milllion) and newly budgeted SDC revenue ($1.2 million) as noted in the item above
-$2.9 million of currently budgeted SDC resources allocated to property acquisition and natural areas are moved to contingency for carryover to FY 2014-15
-$485k for Werbin property development
-$500k revenue decrease in the Portland International Raceway fund to account for lowered projections; reductions to contingency/ending balance ($330k) and expenses ($170k)
-$230k shifted from Golf Fund contingency for construction materials at Colwood Golf Course

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Parks & Recreation **Type:** Compensation Set Aside Request

Request: PK_013 - Spring BMP - Comp Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	470,781	0	470,781
TOTAL EXPENDITURES	**470,781**	**0**	**470,781**
REVENUES			
General Fund Discretionary	470,781	0	470,781
TOTAL REVENUES	**470,781**	**0**	**470,781**

Bureau Description:

This package is to request the Parks Compensation Set-Aside that we will need to avoid over-expenditure in Personnel Services.

CBO Discussion and Recommendation

Recommended as requested. CBO projections based off of AP8 (February) show the bureau overspending personnel services by $350k and only slightly underspending General Fund discretionary by $100k given the current budget. In light of these projections, CBO believes the bureau is eligible for the compensation set-aside.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Parks & Recreation **Type:** Technical Adjustment

Request: PK_014 - Spring BMP - Position Changes

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**
FTE			
Full-Time Positions	0.67	0.00	0.67
Limited Term Positions	-0.67	0.00	-0.67
TOTAL FTE	-0.00	0.00	-0.00

Bureau Description:

This package is to convert limited term positions to ongoing position for positions that have been funded on a permanent basis. The four positions are 40023704, 40022131, 40022562 and 40023985.

CBO Discussion and Recommendation

Four full-time positions are converted from limited term to regular. These include:
-A Recreation Leader in the Tennis program; revenues have been stable and are anticipated to increase upon completion of the tennis bubble project
-A Capital Projects Manager II to support the growing SDC-funded project load
-A Sr Administrative Specialist in the Workforce Support group
-A Community Outreach & Information Rep in the Community Relations group

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Parks & Recreation **Type:** Carryover Request

Request: PK_015 - Spring BMP - Gen Fund Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(15,000)	0	(15,000)
TOTAL EXPENDITURES	**(15,000)**	**0**	**(15,000)**
REVENUES			
General Fund Discretionary	(15,000)	0	(15,000)
TOTAL REVENUES	**(15,000)**	**0**	**(15,000)**

Bureau Description:

This package is to request carryover of the $15,000 in one-time funding that was provided to PP&R for outreach related to Water Bureau reservoirs as this outreach is on hold pending the vote in May as to the future governance of the Water Bureau.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Parks & Recreation **Type:** Technical Adjustment

Request: PK_016 - Spring BMP - Cash xfer tech change

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(169,000)	0	(169,000)
Contingency	25,000	0	25,000
TOTAL EXPENDITURES	**(144,000)**	**0**	**(144,000)**
REVENUES			
Fund Transfers - Revenue	181,000	0	181,000
Miscellaneous	(150,000)	0	(150,000)
General Fund Discretionary	(175,000)	0	(175,000)
TOTAL REVENUES	**(144,000)**	**0**	**(144,000)**

Bureau Description:

This request shifts $150,000 from Parks' GF discretionary to a cash transfer to their capital fund. This is an annual allocation for sidewalk repair that should be spent from their capital fund. The request also shifts $25,000 from the General Fund allocation to the Portland Parks Memorial Fund for regulatory responsibilities related to the Killingsworth Landfill. Finally, $6,000 is received a cash tranfer from the General Fund out of ONI's budget for mobile playgrounds, an East Portland Action Plan project.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** Compensation Set Aside Request

Request: PL_022 - Compensation Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	2,200,000	0	2,200,000
TOTAL EXPENDITURES	**2,200,000**	**0**	**2,200,000**
REVENUES			
General Fund Discretionary	2,200,000	0	2,200,000
TOTAL REVENUES	**2,200,000**	**0**	**2,200,000**

Bureau Description:

The Police Bureau anticipates that personal services expense will exceed the post-BMP revised General Fund budget by $2.2 million. The principal reasons include the impact of COLA and benefit cost increases, which are not included in the Adopted Budget, increased premiums, and increased payouts, including a one-time payout associated with a change in the 2013-2017 PPA labor agreement.

CBO Discussion and Recommendation

This request will cover the additional costs for premiums and for the one-time payout from the new collective bargaining agreement with the PPA. All other personnel service spending, including Police overtime, has been within budget. The compensation set-aside request of $2.2 million is within the bureau's designated set-aside and consistent with personnel services projections by the bureau and CBO throughout the year. Risks to this forecast include greater than planned employee separation payouts and increased non-reimbursable overtime usage. The CBO recommends approval of this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** Carryover Request

Request: PL_023 - Program Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(227,000)	0	(227,000)
Capital Outlay	(989,619)	0	(989,619)
TOTAL EXPENDITURES	**(1,216,619)**	**0**	**(1,216,619)**
REVENUES			
General Fund Discretionary	(1,216,619)	0	(1,216,619)
TOTAL REVENUES	**(1,216,619)**	**0**	**(1,216,619)**

Bureau Description:

In the FY 2013-14 Fall BMP the Police Bureau received $834,619 to implement an expansion of the Mobile Audio Visual system in bureau patrol vehicles. The bureau also received $155,000 to establish CJIS security-compliant e-mail servers. Due to the complex technical nature of these projects, neither will be completed before the end of June. The bureau initiated an information systems enhancement and integration project earlier this year with EBS, which will include contract software programming. The bureau requests carryover of $197,000 for the portion of project contract expense that will not be completed prior to the end of this fiscal year. The bureau also requests carryover of $30,000 in Portland Police Commanding Officers Association (PPCOA) professional development funding. This is the projected balance at fiscal year's end, which the City is contractually obligated to carry forward for the use of PPCOA membership.

CBO Discussion and Recommendation

The bureau ranks these three technology requests as follows:
1. UDAR to SAP interface ($197,000). Work on this project will begin in July 2014 after a contractor is selected. Internal resources (BTS and Police ITD) are currently dedicated and focused on other large projects, such as RegJIN, and would not be able to complete the work in FY 2013-14. This project has significant operational benefit to the bureau and is the bureau's number one carryover priority. CBO recommends this request.

2. CJIS Security and server upgrade ($155,000). This project has faced some timing delays due to identifying and securing a disaster proof site for the services in the Portland Building and a hot back-up site. When this is determined, the project will be able to move forward in 2014-15. The CBO recommends the program carryover.

3. MAV Program Funds ($834,619). In the Fall BMP, Council approved $834,619 for the first phase of the MAV project. This would consist of funds for infrastructure and hardware and the purchase and installation of 51 video cameras on patrol cars.

When implemented, this program would provide many benefits to the City. The current pilot program has shown to be an effective tool in incident management, trial preparation, and video use in officer trainings. Videos from the pilot project are proving to be useful training tools for a variety of incidents including: vehicle training and maneuvers, de-escalation of situation, and officer safety. The current pilot project has been shown to expedite case follow-up and in one case, the bureau prevailed in court where the claimant sued the bureau for over $500,000 on a use-of-force claim; MAV recording evidence was provided during the trial.

CBO recognizes the benefits of this technology and recommends this request be approved as carryover into General Fund Contingency, where it would be held until the Fall BMP. The bureau should develop a five-year implementation budget that identifies ongoing costs of operations including future replacement expenses and required staffing support, and present this information to Council during the Fall BMP when they request the carryover funding. If the carryover is approved, the bureau should request the out-year capital expenses and operations and maintenance costs in the FY 2015-16 Budget in order to continue the program.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** New Request

Request: PL_024 - Begining Balance Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(6,430)	0	(6,430)
TOTAL EXPENDITURES	**(6,430)**	**0**	**(6,430)**
REVENUES			
Budgeted Beginning Fund Balance	(6,430)	0	(6,430)
TOTAL REVENUES	**(6,430)**	**0**	**(6,430)**

Bureau Description:

This request will adjust the begining balance of Fund 222 to match the final value as published in the FY 2012-13 CAFR. The offset is to budgeted expense within the fund.

CBO Discussion and Recommendation

The CBO recommends approval of this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** Technical Adjustment

Request: PL_025 - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(141,178)	0	(141,178)
External Materials and Services	(137,644)	0	(137,644)
Internal Materials and Services	(10,678)	0	(10,678)
Capital Outlay	199,500	0	199,500
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	**(90,000)**	**0**	**(90,000)**
REVENUES			
Interagency Revenue	(90,000)	0	(90,000)
General Fund Discretionary	0	0	0
TOTAL REVENUES	**(90,000)**	**0**	**(90,000)**

Bureau Description:

The bureau requests approval to make a set of technical adjustments to interagency accounts. These adjustments align the budget with projections for existing funded programs. The offsets are existing bureau resources. There are also funding transfers from external materials and services to the capital object category for items of equipment with values in excess of $5,000.

CBO Discussion and Recommendation

This request is to make technical adjustments within interagency agreements between FPDR and the Police Bureau and to reduce EM&S to fund equipment purchases greater than $5,000 as capital outlay expenses. The net of these items is a reduction of $90,000 in interagency reimbursements from FPDR and a matching amount in reduced personnel services expenses. The CBO recommends this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** New Request

Request: PL_026 - Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	193,170	0	193,170
External Materials and Services	202,712	0	202,712
Internal Materials and Services	0	0	0
Capital Outlay	6,750	0	6,750
TOTAL EXPENDITURES	**402,632**	**0**	**402,632**
REVENUES			
Intergovernmental Revenues	402,632	0	402,632
TOTAL REVENUES	**402,632**	**0**	**402,632**

Bureau Description:

The Police Bureau has received a total of $402,632 in incremental award amounts for several grants that have already been accepted by the City. There are also several grant awards that must reallocate reprogram funding between major object categories. This request will increase and adjust the budget accordingly.

CBO Discussion and Recommendation

This request is to appropriate additional grant awards for current Police Bureau grants. The CBO recommends approval of this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** New Request

Request: PL_027 - MDC funding cash transfer to BTS

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	0	0	0
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

The Police Bureau is transfering $500,000 to BTS to fund anticipated funding shortfalls of the Mobile Data Computer project. The Police Bureau is reducing FY 2013-14 IA funding where adequate cost containment has made available savings to place additional replacement funding into the BTS technology reserve fund via the existing interagency.

CBO Discussion and Recommendation

The Police Bureau has identified underspending in the Fleet interagency and requests to realign the internal materials and services budget to support the shortfall in the Mobile Data Computer (MDC) project with the Bureau of Technology Services. This adjustment will fully fund the MDC replacement project. The CBO recommends approval of this request.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Police Bureau **Type:** New Request

Request: PL_028 - Special Revenue Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	290,000	0	290,000
TOTAL EXPENDITURES	**290,000**	**0**	**290,000**
REVENUES			
Intergovernmental Revenues	190,000	0	190,000
Miscellaneous	100,000	0	100,000
TOTAL REVENUES	**290,000**	**0**	**290,000**

Bureau Description:

A conservative projection of revenue for the Police Special Revenue Fund will exceed the revised budget by $300,000. This is due to conservative initial budgeting and the inherent uncertainty in the amount and timing of asset forfeiture revenue receipts.

CBO Discussion and Recommendation

This request is based off of forecasted receipts of forfeiture funds received by the bureau through the state and federal asset forfeiture programs. The bureau estimates that there may be $300,000 more than the original budget estimate. The CBO recommends this request as submitted.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Planning & Sustainability **Type:** New Request

Request: PN_020 - Bureau to Bureau IA's

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	30,000	0	30,000
TOTAL EXPENDITURES	**30,000**	**0**	**30,000**
REVENUES			
Interagency Revenue	30,000	0	30,000
TOTAL REVENUES	**30,000**	**0**	**30,000**

Bureau Description:

Appropriate IA revenue for services provided by BPS; $3K w/ OMF for Title VI demographic analysis, $2K w/ Water for Sustainable @ Work, and $25K w/ BTS for PortlandMaps.

CBO Discussion and Recommendation

Recommended as requested.

The largest revenue increase is from BTS for web design and development support to the BTS CGIS PortlandMaps refresh project. This is a maximum amount, dependent on how much of the bureau's time is required by BTS. Shortfalls in this revenue will result in lower General Func underspending for the bureau available to support encumbrance carryover.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Planning & Sustainability **Type:** Technical Adjustment

Request: PN_021 - Recode between budget categories

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(117,000)	0	(117,000)
External Materials and Services	87,000	0	87,000
Internal Materials and Services	30,000	0	30,000
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Intergovernmental Revenues	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

Recode between major expense categories; $60K to fund PBOT IA for comp plan, $20K to fund additional contract work in Planning, $12K to fund additional contract work in Multifamily Outreach, $2K to fund Parks IA for City Energy data support, and $65K to purchase additional solid waste commercial containers.

CBO Discussion and Recommendation

Recommended as requested

This package reallocated funds in the following manner:

•Increases PBOT IA to support Comprehensive Plan by $60,000; corresponding reduction to BPS personal services. $40,000 of the re-directed funds are from DLCD grant (General Fund).
•Increases professional services contract budget within bureau operations by $20,000 (to support all staff equity training); corresponding reduction to BTS IA (General Fund).
•Increases professional services contract budget within multifamily recycling program; corresponding reduction to printing & distribution (Solid Waste Fund).
•Increases external materials and services for purchase of solid waste commercial containers by $65,000; corresponding reduction to salaries (Solid Waste Fund).
•Increases Parks IA for City Energy data support; corresponding reduction to salaries (Solid Waste Fund).

The total impact to personnel services is a $20,000 reduction within the General Fund, a $67,000 reduction within the Solid Waste Fund, and a $30,000 reduction within the Grants Fund.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Planning & Sustainability **Type:** New Request

Request: PN_022 - Grant true up and adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	18,099	0	18,099
External Materials and Services	(42,152)	0	(42,152)
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	**(24,053)**	**0**	**(24,053)**
REVENUES			
Intergovernmental Revenues	(24,053)	0	(24,053)
TOTAL REVENUES	**(24,053)**	**0**	**(24,053)**

Bureau Description:

Appropriate Metro Recycle grant to true up to the actual amount awarded for FY 2013-14 ($18,099) and transfer Oregon Foundation Grant to Portland Parks and Recreation to support solar installation at SW Community Center (-$42,152).

CBO Discussion and Recommendation

Recommended as Requested.

Three grants are adjusted via this package. The Oregon Community Foundation grant is reduced by $42,152; these funds will be re-appropriated within the Portland Parks & Recreation budget.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Planning & Sustainability **Type:** Technical Adjustment

Request: PN_023 - Appropriate Innovation Fund Project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	90,000	0	90,000
TOTAL EXPENDITURES	**90,000**	**0**	**90,000**
REVENUES			
General Fund Discretionary	90,000	0	90,000
TOTAL REVENUES	**90,000**	**0**	**90,000**

Bureau Description:

To fund the Innovation Fund project "Updated LiDAR Data" in the amount of $90,000 for FY 2013-14.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Bureau of Planning & Sustainability **Type:** Carryover Request

Request: PN_024 - Program Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(90,000)	0	(90,000)
TOTAL EXPENDITURES	**(90,000)**	**0**	**(90,000)**
REVENUES			
General Fund Discretionary	(90,000)	0	(90,000)
TOTAL REVENUES	**(90,000)**	**0**	**(90,000)**

Bureau Description:

Requests program carryover for innovation fund project, support for regional LiDAR data. Funds from City bureaus are being collected by BTS, to foward to Metro, the project sponsor. Funds will be expensed in FY 2014-15.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Safety **Type:** Technical Adjustment

Request: PS_003 - CPS-Align budget appropriation w/projected spend

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(35,000)	0	(35,000)
External Materials and Services	10,000	0	10,000
Internal Materials and Services	25,000	0	25,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request moves budget authority from Personnel Services into External and Internal Materials and Services to better align budget authority with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Utilities **Type:** Technical Adjustment

Request: PU_003 - CPU - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(16,000)	0	(16,000)
External Materials and Services	(10,000)	0	(10,000)
Internal Materials and Services	26,000	0	26,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request moves budget authority from Personnel Services and External Materials and Services to Internal Materials and Services to better align budget authority with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Works **Type:** Technical Adjustment

Request: PW_004 - CPW-Align budget appropriation w/projected spend

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	2,500	0	2,500
External Materials and Services	(5,000)	0	(5,000)
Internal Materials and Services	2,500	0	2,500
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

This request moves budget authority from Externals Materials and Services into Personnel Services and Internal Materials and Services to better align budget authority with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Commissioner of Public Works **Type:** New Request

Request: PW_005 - CPW-CUB mailer costs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	3,725	0	3,725
TOTAL EXPENDITURES	**3,725**	**0**	**3,725**
REVENUES			
General Fund Discretionary	3,725	0	3,725
TOTAL REVENUES	**3,725**	**0**	**3,725**

Bureau Description:

This action requests $3725 in one-time General Fund Discretionary to pay for printing and shipping costs for the Citizens' Utility Board mailer.

CBO Discussion and Recommendation

Recommended as requested. This is an unbudgeted costs related to the Citizens' Utility Board mailer.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Special Appropriations **Type:** Technical Adjustment

Request: SA_013 - Office of Youth Violence Prevention - Tech Adj

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(5,399)	0	(5,399)
TOTAL EXPENDITURES	**(5,399)**	**0**	**(5,399)**
REVENUES			
General Fund Discretionary	(5,399)	0	(5,399)
TOTAL REVENUES	**(5,399)**	**0**	**(5,399)**

Bureau Description:

In FY 2013-14 the Office of Youth Violence Prevention budget moved from the Office of the Mayor, to Special Appropriations. During FY 2013-14, established contracts are settling to the old program cost center. This request is to move encumbrance carryover from the Fall BMP to the former cost center, where the encumbrance resides for this FY.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Special Appropriations **Type:** Technical Adjustment

Request: SA_014 - Innovation Fund Tech Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(871,000)	0	(871,000)
Contingency	0	0	0
TOTAL EXPENDITURES	**(871,000)**	**0**	**(871,000)**
REVENUES			
General Fund Discretionary	(871,000)	0	(871,000)
TOTAL REVENUES	**(871,000)**	**0**	**(871,000)**

Bureau Description:

Council approved funding for the six Innovation Fund proposals by resolution at the March 12th City Council meeting, following the recommendations of the Innovation Fund Task Force. This request reappropriates the funding from Special Appropriations to the bureau.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_030 - Innovation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	200,000	0	200,000
External Materials and Services	50,000	0	50,000
TOTAL EXPENDITURES	**250,000**	**0**	**250,000**
REVENUES			
Fund Transfers - Revenue	250,000	0	250,000
TOTAL REVENUES	**250,000**	**0**	**250,000**

Bureau Description:

Various proposals in the city were included for the Innovation Fund. This budget adjustment allocates $250,000 in one-time general fund support to PBOT. Council approved funding for Capital Construction Coordination, $250,000 in one-time funding, available in FY 2013-14 Special Appropriations.

CBO Discussion and Recommendation

Recommended as requested. The $50,000 in EMS is for consultant services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_031 - Position Reclass from Part-time to Full-time

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**
FTE			
Full-Time Positions	0.17	0.00	0.17
Part-Time Positions	-0.08	0.00	-0.08
TOTAL FTE	0.08	0.00	0.08

Bureau Description:

Reclassify a Program Coordinator position in the Parking Operations Division from part-time to full-time. With the expansion of paid parking in the city and the installation of additional meters in both of the newly created parking districts: NW Portland and Central Eastside, the bureau requires a full-time employee with the assigned responsibility of ensuring security of the meters and coinage collected from the meters, and compliance with all security-related procedures and protocols.

CBO Discussion and Recommendation

Recommended. PBOT is transferring funds from its part-time salary budget to fund the additional hours of work for this reclass.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_032 - OTIA Deposit Interest Earnings

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	300	0	300
Contingency	0	0	0
TOTAL EXPENDITURES	**300**	**0**	**300**
REVENUES			
Fund Transfers - Revenue	300	0	300
TOTAL REVENUES	**300**	**0**	**300**

Bureau Description:

In FY 2004-05, PBOT was awarded OTIA bridge project funds. The State of Oregon advanced $4.705 million to the City. In FY 2008-09 when SAP went live and the Grants Fund came into existence, it was determined that the project costs should be tracked in the Grants Fund. While the principal amount was transferred to the Grants Fund, interest earned on the cash balance has not been transferred. In the FY 12-13 Spring BMP, PBOT transferred almost all of the interest earned on the cash in the Transportation Operating Fund. The IGA stipulates that the interest earnings can be used to pay for project expenditures. This transfer completes the full amount of interest to be transferred.

CBO Discussion and Recommendation

Recommended. PBOT transferred $900,000 in interest earnings last year during the Spring BMP. The principle amount had been transferred in a fiscal year prior to that. Interest earnings may only be used for project expenditures.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_033 - BPS IA – Comp Plan

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	60,000	0	60,000
TOTAL EXPENDITURES	**60,000**	**0**	**60,000**
REVENUES			
Interagency Revenue	60,000	0	60,000
TOTAL REVENUES	**60,000**	**0**	**60,000**

Bureau Description:

Bureau of Planning & Sustainability is requesting PBOT to obtain consultant services for policy development and level of service policy/system completeness related to the Comp Plan, an increase of $60,000 in IA revenue to PBOT.

CBO Discussion and Recommendation

Recommended. PBOT is budgeting the funds in its line item for professional services.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_034 - Maintenance Operations - 2014 Snow Event

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	398,000	0	398,000
Internal Materials and Services	102,000	0	102,000
Contingency	(500,000)	0	(500,000)
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

This adjustment increases the Maintenance Operations budget by $500,000 to cover unbudgeted costs associated with responding to the snow event of February 2014. This adjustment includes increasing the FY 13-14 interagency with Fleet Services by $102,000 to cover the cost of Fleet repairs to equipment damaged in the snow event.

CBO Discussion and Recommendation

Recommended as requested. The $500,000 draw from contingency is the entire amount that PBOT set aside in contingency for extreme weather events. The bureau estimates that the February storm added $740,000 in extra costs for storm response and cleanup. PBOT intends to identify savings and efficiencies within its operational budget to pay for the amount not covered by the draw on contingency.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_035 - IA with BES for Sewer Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	75,188	0	75,188
TOTAL EXPENDITURES	**75,188**	**0**	**75,188**
REVENUES			
Interagency Revenue	75,188	0	75,188
TOTAL REVENUES	**75,188**	**0**	**75,188**

Bureau Description:

As requested by BES, this adjustment increases the Maintenance Operations Environmental Services Division budget in order to cover the cost of unbudgeted/unplanned sewer maintenance work for BES, an increase of $75,188 in IA revenue to PBOT.

CBO Discussion and Recommendation

Recommended. $14,651 is for additional sewer repair work, while $60,537 is for additional sewer clearning work.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_036 - Active Transportation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,700	0	1,700
TOTAL EXPENDITURES	**1,700**	**0**	**1,700**
REVENUES			
Interagency Revenue	1,700	0	1,700
TOTAL REVENUES	**1,700**	**0**	**1,700**

Bureau Description:

Increase interagency between Bureau of Transportation and Environmental Services; include budget for Sunday Parkways events.

CBO Discussion and Recommendation

Recommended. PBOT is budgeting the $1,700 in its part-time salary line item.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_037 - Project Adjustments - Grant Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(1,085,000)	0	(1,085,000)
External Materials and Services	1,315,000	0	1,315,000
Internal Materials and Services	25,000	0	25,000
Capital Outlay	(6,720,000)	0	(6,720,000)
TOTAL EXPENDITURES	**(6,465,000)**	**0**	**(6,465,000)**
REVENUES			
Intergovernmental Revenues	(6,465,000)	0	(6,465,000)
TOTAL REVENUES	**(6,465,000)**	**0**	**(6,465,000)**

Bureau Description:

Due to changes in design and construction schedule, PBOT is requesting a technical adjustment to the below project budget to match estimated projected expenditures.

T00045 – Lents TC: Foster Streetscape $210,000
T00274 – Red Electric Trail ($650,000)
T00305 – Ramona & Holgate: 122nd- 136th, SE ($800,000)
T00336 – Bike Share ($1,500,000)
T00363 – Active Corridor Management ($650,000)
T00014 – Eastside Streetcar $3,200,000
T00265 – Columbia River Crossing, internal transfer nets to $0
T00269 – Williams: Weidler-Killingsworth, N ($800,000)
T00376 – SR2S: 2013 East Portland ($275,000)
T00012 – Killingsworth: Commercial-MLK Ph2, N ($2,200,000)
T00121 – 50s Bkwy: NE Thompson-SE Wdstk, internal transfer nets to $0
T00134 – Gateway Phase II ($700,000)
T00167 – PDC Small Projects, internal transfer nets to $0
T00278 – 122nd: Holgate-Ramona, SE ($700,000)
T00358 – Burnside & Pearl Dist Xing Improvement ($1,600,000)
T00382 – Foster: 50th - 84th, SE, internal transfer nets to $0

CBO Discussion and Recommendation

Recommended. PBOT has three requests that pertain to its CIP program (TR_037, TR_038, and TR_039). The bureau's Adopted Budget for its CIP was $46.3 million, including the budgets in its Operating and Grants Funds. The projects adjusted during this Spring BMP represent about 72% of this base, not including projects that had no budget in the Adopted. Based on the bureau's year end projections and CBO's independent projections, PBOT's CIP is likely still overstated despite the Spring BMP reductions. PBOT's approach to CIP budgeting has traditionally been conservative in order to make sure that sufficient appropriation exists in the event that project timelines become accelerated. CBO agrees with this approach. Under-spending in the CIP does not necessarily mean that funds may be programmed into other areas within the bureau, however. In the Grants Fund, reductions total $9,875,000, while increases are $3,410,000. The largest component of the increases is $3.2 million for the Eastside Streetcar project. A milestone related to the purchase of a streetcar may be met this year, and the bureau is ensuring that there is enough budget for the purchase if it happens. The bureau is budgeting previously accepted grant funds in order to cover possible accelerated costs. The three largest carryover reductions are for the N. Killingsworth: Commerical-MLK Phase 2 ($2.2 million) and the Burnside & Pearl District Xing Improvement ($1.6 million) projects, which will not be completed this year, and the Bike Share project ($1.5 million), which is currently on hold. Projects within the Grants Fund are funded primarily with Federal, State and PDC (local) funds. Any unspent funds will carry over into the next fiscal year if the project continues, or appropriation will be reduced if total project costs are less than planned. Funds may not be re-programmed.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_038 - Project Adjustments – Transportation Op Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(517,800)	0	(517,800)
External Materials and Services	200,000	0	200,000
Internal Materials and Services	75,000	0	75,000
Capital Outlay	(8,448,711)	0	(8,448,711)
Contingency	2,200,000	0	2,200,000
TOTAL EXPENDITURES	**(6,491,511)**	**0**	**(6,491,511)**
REVENUES			
Intergovernmental Revenues	(1,000,000)	0	(1,000,000)
Bond and Note	(5,491,511)	0	(5,491,511)
General Fund Discretionary	0	0	0
TOTAL REVENUES	**(6,491,511)**	**0**	**(6,491,511)**

Bureau Description:

The below project schedule has shifted, design and construction. PBOT is making these adjustmenst to match the estimated projected expenditures.

T00006 – Division Steetscape, internal transfer nets to $0
T00048 – Boones Ferry/Stephenson Rd , internal transfer nets to $0
T00055 – Road Rehab, internal transfer nets to $0
T00359 – Street Light Efficiency Program ($4,000,000)
T00367 – NWPP ($1,470,500)
T00379 – Streetcar Automatic Train Stop System ($999,800)
T00380 – Close the Loop SC PMLRT Betterment $1,973,789
T00387 – Parking Machines ($965,000)
T00394 – 136th Ave: Powell to Division, SE ($1,000,000)

CBO Discussion and Recommendation

Recommended. PBOT has three requests that pertain to its CIP program (TR_037, TR_038, and TR_039). The bureau's Adopted Budget for its CIP was $46.3 million, including the budgets in its Operating and Grants Funds. The projects adjusted (both increases and decreases) during this Spring BMP represent about 72% of this base, not including projects that had no budget in the Adopted. Based on the bureau's year end projections and CBO's independent projections, PBOT's CIP is likely still overstated despite the Spring BMP reductions. PBOT's approach to CIP budgeting has traditionally been conservative in order to make sure that sufficient appropriation exists in the event that project timelines become accelerated. Under-spending in the CIP does not necessarily mean that funds may be programmed into other areas within the bureau, however. Budget reductions in the Operating Fund total $10.6 million, with the only increase, other than the one for the Sellwood Bridge match payment, being $1.9 million for the Close the Loop Streetcar-Portland/Milwaukie Light Rail Betterment project which was not budgeted for the Adopted or during the Fall BMP. PBOT is selling bonds to pay TriMet for the work which is happening sooner than the bureau anticipated. In regards to budget reductions, the bureau is reducing the budget for the bond-financed Street Light Efficiency Program by $4.0 million or 89% due to continuing negotiations with PGE. Two projects are having their budgets reduced due to extended timelines: $1.0 million for the GTR-funded Road Rehabilitation project and $1.0 million for the State-funded SE 136th Ave: Powell to Division project. Two notable carryovers involve the reduction of the entire budgets totaling $2.4 million for the year. These involve the purchasing of new parking paystations or the replacement of paystations, and PBOT needs to reduce the budgets due to having to redo the RFP process. No funds have been moved out of project contingency as a result of the Spring BMP requests, but the bureau is transferring $2.2 million into contingency as a result of the budget reductions for three General Transportation Revenue (GTR)-funded projects which are expected to continue next year: Division Streetscape, Boones Ferry/Stephenson, and Road Rehabilitation. Projects within the Transportation Operating Fund are funded with a mix of System Development Charges (SDCs), GTR, and bond proceeds. SDC funds can only be used for specific types of projects, and bond proceeds only for the specific project that was originally identified in the bond sale. Underspent GTR funds represent PBOT's discretionary funding decisions. The GTR funded projects with Spring BMP adjustments are mentioned above. They are each expected to continue in FY 2014-15. There are no adjustments in the Spring BMP for SDC financed projects, while there are five bond-financed ones not including the Sellwood Bridge replacement. The 136th Ave: Powell to Division, SE project is financed by the State of Oregon.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_039 - Sellwood Bridge

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	50,000,000	0	50,000,000
TOTAL EXPENDITURES	**50,000,000**	**0**	**50,000,000**
REVENUES			
Bond and Note	50,000,000	0	50,000,000
TOTAL REVENUES	**50,000,000**	**0**	**50,000,000**

Bureau Description:

An appropriation adjustment is needed to make a match payment for the Sellwood Bridge to Multnomah County per the IGA approved by City Council.

CBO Discussion and Recommendation

The largest component of PBOT's CIP adjustments during the Spring BMP is the $50 million bond-financed match payment to Multnomah County for the City's share of the Sellwood Bridge replacement project. The City's total contribution amount depends on the actuals costs, but it is capped at $86 million. The first payment of $50 million scheduled for the end of this fiscal year. The timing of the second payment depends on the final costs but will be made on or before February 15, 2015. Similarly, the bond sale for the first payment will occur in June, with the second sale happening in February 2015 at the latest. PBOT will begin paying the debt service with GTR beginning next year with a $3.6 million payment. Assuming that the full $86 million is needed, the bureau will be paying $6.35 million each year after FY 2014-15 for 20 years.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_040 - Interagency Projects

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	24,600	0	24,600
External Materials and Services	0	0	0
Internal Materials and Services	425,000	0	425,000
Capital Outlay	(400,000)	0	(400,000)
TOTAL EXPENDITURES	**49,600**	**0**	**49,600**
REVENUES			
Interagency Revenue	49,600	0	49,600
Bond and Note	0	0	0
General Fund Discretionary	0	0	0
TOTAL REVENUES	**49,600**	**0**	**49,600**

Bureau Description:

Appropriation adjustments are needed with BES, Water and Parks to provide engineering services and other services for the below projects.

T00245 – Multnomah Blvd, SW, internal transfer nets to $0
T00280 – Huber: 35th - Cap Hwy, SW, internal transfer nets to $0
T00320 – Spring Garden/19th/22nd, SW, internal transfer nets to $0
T00280 – Huber St: 35th-43rd, SW, internal transfer nets to $0
T00281 – Sunset Blvd: Dewitt-18th, SW, internal transfer nets to $0
T00320 – Spring Garden/19th/22nd, SW, internal transfer nets to $0
T00321 – 136th Ave: Holgate-Powell, SE, internal transfer nets to $0
T00322 – Prescott St: 105th-116th, NE, internal transfer nets to $0
T00377 – 52nd & Alberta, NE, internal transfer nets to $0
T00006 – Division Streetscape, internal transfer nets to $0
P10226 – Waud Bluff Trail/Bridge $3,500
P10226 – Werbin Park Development – SUR $6,000
P10437 – Raymond Pk Entrance Dev-CON $500
P10439 – Washington Park Paid Pkg Implementation $39,600

CBO Discussion and Recommendation

Recommended. The BES and Water adjustments total $425,000 and involve a transfer of budget from capital construction to fund the services provided by those bureaus. The Parks related ones total $49,600 and are new revenues from that bureau for services that PBOT is providing. PBOT is budgeting the associated expenses in its line items for part-time and casual salaries.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Mid-Year Reductions

Request: TR_041 - Parking Facilities Fund Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(42,263)	0	(42,263)
External Materials and Services	225,000	0	225,000
Internal Materials and Services	(1,120,727)	0	(1,120,727)
Fund Transfers - Expense	0	0	0
Contingency	(609,526)	0	(609,526)
TOTAL EXPENDITURES	**(1,547,516)**	**0**	**(1,547,516)**
REVENUES			
Budgeted Beginning Fund Balance	(172,516)	0	(172,516)
Charges for Services	(1,375,000)	0	(1,375,000)
TOTAL REVENUES	**(1,547,516)**	**0**	**(1,547,516)**

Bureau Description:

Adjust Parking Facilities Fund budget to reflect projected year end actuals for revenues, expenses, beginning fund balance, and cash transfers. Parking revenues are projected to be lower than budgeted as the economy continues to recover; facilities interagency, repair and maintenance, and personnel expenses are projected to be lower than budgeted due to timing of projects; and bankcard fees are projected to be higher than budgeted due to processing fee changes. This request also adjusts budgeted beginning fund balance to reflect the actual amount at the beginning of the fiscal year.

CBO Discussion and Recommendation

Recommended. Parking fee revenue is being reduced by $1,375,000, or 11%. CBO projects a slightly lower year-end amount for this revenue, but the difference is not material. Beginning balance is also being reduced by $172,516. The reductions in PBOT's IA with Facilities are $846,509 for project management and $274,218 for O&M for the parking garages. In addition, the budget for contingency in the Parking Facilities Fund is being reduced by $609,526, or almost 10% of the original budgeted amount, while bankcard fee expense is being increased by $300,000. The bureau is not reducing the transfer from the fund to its Operating Fund as a result of the lower parking fee revenues projected, and the transfer amount remains at about $5.0 million for the year.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_043 - Fall Bump Entry Correction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	0	0	0
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

In the fall bump, facilities reserves were returned to the Transportation Operating Fund, $25,869 and Parking Facilities Fund, $103,759. The budget for the cash transfer was entered as a placeholder. This action corrects that transfer and moves it into the appropriate fund centers and functional areas.

CBO Discussion and Recommendation

Recommended. The Fall BMP action returned reserve balances that were captured in the General Fund in FY 2011-12 from Facilities for the purchase of the Kelly Building. That year, all excess Facilities reserves were transferred to the General Fund, and the Fall BMP action sought to correct the transfer and allocate the reserves to all funds that paid into the reserve.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_044 - IA with Water for Street Patching Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	200,000	0	200,000
TOTAL EXPENDITURES	**200,000**	**0**	**200,000**
REVENUES			
Interagency Revenue	200,000	0	200,000
TOTAL REVENUES	**200,000**	**0**	**200,000**

Bureau Description:

As requested by Water, this adjustment increases the Maintenance Operations Street Systems Division budget in order to provide additional street pavement patching for the Water Bureau, an increase of $200,000 in IA revenue to PBOT.

CBO Discussion and Recommendation

Recommended as requested. PBOT is adding the funds to its supplies budget for street / pavement maintenance.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_045 - Green Street & Stormwater Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	505,000	0	505,000
External Materials and Services	650,000	0	650,000
Capital Outlay	3,200,000	0	3,200,000
TOTAL EXPENDITURES	**4,355,000**	**0**	**4,355,000**
REVENUES			
Interagency Revenue	4,355,000	0	4,355,000
TOTAL REVENUES	**4,355,000**	**0**	**4,355,000**

Bureau Description:

Appropriation adjustments are needed with BES. PBOT is providing design, engineer, and construction management for various BES green streets and stormwater projects, an increase of $4,355,000 in IA revenue to PBOT.

E04661 – Sellwood CSO PS $75,000
E08665 – SE Div Rec & Greenstreet $3,000,000
E10146 – SE Clay: 9th & 10th $50,000
E10377 – NE 33rd Culvert $50,000
E08967 – Westmoreland P2/Tcm Cul $100,000
E10031 – ESCSO CBO $100,000
E08659 – SE Powell Recon & Greenst $200,000
E10146 – SE Clay: 9th & 10th $75,000
E08967 – Crystal Spring Greenst $25,000
E08679 – Milepost 5 Greenst $50,000
E10179 – SE 9th – Sandy Greenst $25,000
E10377 – NE 33rd Culvert Ph II $25,000
E04863 – SE Salmon – 23rd Sewer Replacement $30,000
E10146 – Stormwater C Ext 1s Gn NGR $50,000
E10179 – Multnomah Blvd $500,000

CBO Discussion and Recommendation

Recommended. To summarize, on the revenue side, BES is providing $3,275,000 for construction services, with the rest ($1,080,000) designated for engineering services. On the expenses side, PBOT is budgeting the largest portion (73.5% or $3.2 million) to capital construction, with the rest devoted to part-time salaries, professional services, and repair and maintenance supplies.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_046 - Bond Proceed

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	905,000	0	905,000
TOTAL EXPENDITURES	**905,000**	**0**	**905,000**
REVENUES			
Bond and Note	905,000	0	905,000
TOTAL REVENUES	**905,000**	**0**	**905,000**

Bureau Description:

Budgeting bond revenue through the Auditor’s Office that cover the costs of sidewalk repairs and provides revenue related to SDC charges that have been financed by property owners. Through this bond sale, PBOT is made whole for its expenditures and charges.

CBO Discussion and Recommendation

Recommended. Developers have an option to finance their SDC obligations through the assessment process managed by the Auditor's Office After the property is assessed, monthly payments are established. The payments on the assessments are used to pay the debt service on these bonds. The process allows PBOT to receive the money for the SDC charge upfront rather than having to wait and receive a portion via the monthly payments. In this request, $200,000 is budgeted in contingency for sidewalk repairs, while $658,000 is budgeted in contingency for Citywide SDCs and $47,000 in contingency for overlay SDCs.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_047 - LID Construction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	420,000	0	420,000
TOTAL EXPENDITURES	**420,000**	**0**	**420,000**
REVENUES			
Fund Transfers - Revenue	420,000	0	420,000
TOTAL REVENUES	**420,000**	**0**	**420,000**

Bureau Description:

Property owner approved a LID on 97th Ave. A budget adjustment is needed to receive revenues from the LID Construction for PBOT design and construction costs.

CBO Discussion and Recommendation

Recommended as requested. PBOT is budgeting the $420,000 in the capital construction line item in its Health & Livability program budget for the NE 97th Ave. project.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** Technical Adjustment

Request: TR_048 - Health Fund IA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(7,318)	0	(7,318)
Internal Materials and Services	7,318	0	7,318
TOTAL EXPENDITURES	**0**	**0**	**0**
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	**0**	**0**	**0**

Bureau Description:

PBOT had a former employee or spouse who was extended health benefits during this fiscal year. An adjustment in the Health Fund interagency is needed for PBOT to pay for these benefits. An internal transfer from operating supplies to the Health Fund interagency is requested.

CBO Discussion and Recommendation

Recommended as requsted. PBOT is transferring $7,318 from its operating supplies budget in administration to fund this IA increase.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Bureau of Transportation **Type:** New Request

Request: TR_049 - Active Transportation: Increase IA between PBOT

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	5,000	0	5,000
External Materials and Services	5,000	0	5,000
TOTAL EXPENDITURES	**10,000**	**0**	**10,000**
REVENUES			
Interagency Revenue	10,000	0	10,000
TOTAL REVENUES	**10,000**	**0**	**10,000**

Bureau Description:

Add Interagency with Office of Neighborhood Involvement (ONI) for EPAP Municipal Partnership Project - Bike Parking, an increase of $10,000 in IA revenue to PBOT.

CBO Discussion and Recommendation

Recommended. PBOT is budgeting half in the part-time salary line item and half in office supplies in its budget for Active Transportation.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** Technical Adjustment

Request: WA_015 - Adjust the Water Bureau beginning fund balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	0	0	0
Fund Transfers - Expense	0	0	0
Contingency	2,323,244	0	2,323,244
TOTAL EXPENDITURES	**2,323,244**	**0**	**2,323,244**
REVENUES			
Budgeted Beginning Fund Balance	2,323,244	0	2,323,244
Charges for Services	0	0	0
Fund Transfers - Revenue	0	0	0
Miscellaneous	0	0	0
TOTAL REVENUES	**2,323,244**	**0**	**2,323,244**

Bureau Description:

Adjust the Water Bureau beginning fund balance to correspond to the City's CAFR.

CBO Discussion and Recommendation

Recommended as requested.

Bureau contingency was increased by $2.3 million to offset the increase in the beginning fund balance of the Water Operating Fund. Depending upon year end revenues and expenses, a portion of $2.3 million will fall to balance and then be budgeted as beginning fund balance or contingency in FY 2014-15.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** New Request

Request: WA_016 - Increase Interagency - Water is the provider

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	253,052	0	253,052
TOTAL EXPENDITURES	**253,052**	**0**	**253,052**
REVENUES			
Interagency Revenue	253,052	0	253,052
TOTAL REVENUES	**253,052**	**0**	**253,052**

Bureau Description:

Increase Interagency for services where Water is the provider bureau.

a. Increase Interagency with Portland Bureau of Transportation by $200,000 for services provided on various projects.
b. Increase Interagency with Portland Parks Construction by $46,000 for electrical services provide on the Lovejoy project.
c. Increase interagency with the Parks Bureau by $7,052 to provide SCADA transition support services of the decorative fountain. Effective July 1, 2013 City Council directed decorative fountain operations and maintenance be transferred from the Water Bureau to the Parks Bureau. For the past 7 months the Parks Bureau has hired and trained staff to take on the responsibility but, they have not completed transitioning the SCADA monitoring portion of the decorative fountains. For the remaining fiscal year the Water Bureau will continue this service during the months of March through June.

CBO Discussion and Recommendation

Recommended as requested.

To offset the expected IA revenues, the bureau increased contingency by $253,025 – the combined amount of the three IA increases.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** Technical Adjustment

Request: WA_017 - Increase Interagency - Water is the Receiver

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(2,664)	0	(2,664)
Internal Materials and Services	2,664	0	2,664
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Increase Interagency for services where Water is the receiver bureau using existing funds.

a. Increase Interagency with Bureau of Planning and Sustainability by $2,000 for Water Bureau's sponsorship of the City's effort of the Sustainability Work Program to provide business more information on ways to be more sustainable as a business.

b. Increase interagency with Bureau of Human Resources by $664 for extended health benefits for former water bureau employee.

CBO Discussion and Recommendation

Recommended as requested.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** New Request

Request: WA_018 - Facilities I/A increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	30,000	0	30,000
Contingency	(30,000)	0	(30,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Facilities I/A – Increase interagency with the Facilities by $30,000 for occupying the new Emergency Coordination Center on SE 98th and Powell November 2014 and for vacating the Sears and Kelly Building.

CBO Discussion and Recommendation

Recommended as requested.

The bureau is currently finalizing an agreement with OMF Facilities for services at the Emergency Communication Center. Ongoing costs have not been finalized, but the bureau anticipates needing up to $30,000 in services through the end of the fiscal year.

Bureau: Portland Water Bureau **Type:** New Request

Request: WA_019 - HCP funding request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	83,000	0	83,000
Contingency	(83,000)	0	(83,000)
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Water Bureau created the Bull Run Water Supply Habitat Conservation Plan (HCP), which was approved by City Council in 2008. The HCP commits to the annual placement of spawning gravel in the Bull Run River to improve fish habitat. The goal is to acquire and transport 27,000 cubic yards by 2059. Gravel placements began in 2010 and will continue until 2059 or earlier. The requirement is to place 1,200 cubic yards for the first five years and 600 cubic yard there after until 27,000 cubic yards requirement is met. To date 6,000 cubic yards of spawning gravel have acquired and transported. The bureau made an advance payment for professional services work to Forest Services related to HCP but work did not cost as much as originally planned so the bureau will be receiving a refund to be returned into contingency in the amoun of $83,000 by the end of this fiscal year. For FY 2013-14 the revised plan is to purchase and transport 4,300 cubic yards at $145,000 utilizing the $83,000 refund from the Forest Service along with the existing $62,000 in the HCP budget to purchase 4,300 cubic yards.

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests to draw $83,000 in contingency to cover costs for habitat improvements for the bureau's Habitat Conservation Plan.

Essentially, this request reallocates funding within the Habitat Conservation Plan, using savings from work provided by the Forest Service in the Bull Run Watershed to fund restoration work in the Bull Run River. Reallocating these savings will advance a long-term goal of the HCP to restore spawning beds by adding 27,000 gravel to the river by 2059. The bureau has currently completed approximately 20%, and with the requested funding, the bureau will have completed almost 40% over the next fiscal year.

Typically the bureau reallocates any project savings within the same program, so as to remain within the budget as approved by Council. Before reallocating these savings, bureau finance staff and program managers provide input and direction on how best to reallocate funds. As an alternative, the bureau could leave the $83,000 of savings in contingency and redirect these funds to other capital projects or future (though negligible) rate relief.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** Technical Adjustment

Request: WA_020 - CIP adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	2,360,000	0	2,360,000
Internal Materials and Services	200,000	0	200,000
Capital Outlay	(15,800,000)	0	(15,800,000)
Contingency	13,240,000	0	13,240,000
TOTAL EXPENDITURES	**0**	**0**	**0**

Bureau Description:

Reduce CIP budget by $13,240,000 to reflect current CIP projects. Refer to the Spring BMP Current Year Capital Reporting (BRASS C2) for additional information.

Program SummaryAdjustment
Customer Service: ($650,000)
Distribution: ($500,000)
Supply:$350,000
Terminal Storage: ($12,000,000)
Treatment: ($440,000)
CIP Total Adjustment: ($13,240,000)

CBO Discussion and Recommendation

Recommended as requested.

Please see the CBO review for further discussion on the bureau's capital plan.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** New Request

Request: WA_021 - Increase Cash Transfer with Auditors Office

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	95,000	0	95,000
TOTAL EXPENDITURES	**95,000**	**0**	**95,000**
REVENUES			
Fund Transfers - Revenue	95,000	0	95,000
TOTAL REVENUES	**95,000**	**0**	**95,000**

Bureau Description:

Increase Cash Transfer with Auditors Office – This request adds cash transfer from the LID Fund to Water Construction Fund for $95,000 for outstanding Liened SDC receivables.

CBO Discussion and Recommendation

Recommended as requested.

The bureau anticipates receiving $95,000 in liened SDC revenue is projected by year end, following a trend consistent with an increase in overall SDCs revenues in the current fiscal year. To date, the bureau has received approximately $2.2 million in SDC revenue, and the bureau projects a total of $3.0 million by year end. All SDC resources support systemwide capital improvements.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Water Bureau **Type:** Technical Adjustment

Request: WA_022 - Cash Transfer Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Bond Expenses	0	0	0
Fund Transfers - Expense	13,694,643	0	13,694,643
Contingency	3,062,968	0	3,062,968
TOTAL EXPENDITURES	**16,757,611**	**0**	**16,757,611**
REVENUES			
Charges for Services	2,620,000	0	2,620,000
Fund Transfers - Revenue	13,694,643	0	13,694,643
Miscellaneous	442,968	0	442,968
TOTAL REVENUES	**16,757,611**	**0**	**16,757,611**

Bureau Description:

Cash transfer adjustments - Adjustments for additional capital revenue and expenditure transfers between the Water Operating, Water Construction, and Water Bond Sinking funds.

Additional capital revenues of $2.9 million are anticipated. These are transferred to the construction fund.

There is an additional estimated $204,610 interest earned on bond proceeds that will be transferred from the Water Construction Fund to the Water Bond Sinking Fund reducing the transfer from the Water Operating Fund.

The Water Construction Fund is increasing the transfer to the Water Operating fund for prior year capital spending of $10,836,285.

CBO Discussion and Recommendation

Recommended as requested.

As part of these transfers, the bureau will reduce contingency in the Water Construction Fund by $8.0 million and increase contingency in the Water Operating Fund by $11.0 million. Additional SDCs, received into the Water Construction Fund, offset the difference of approximately $3.0 million, resulting in a net increase of $3.0 million in bureau contingency. The increase in contingency will account for prior year underspending in capital program and additional capital and interest earned revenues.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Development Commission **Type:** Carryover Request

Request: ZD_003 - Carryover Request - Startup PDX Challenge Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(40,000)	0	(40,000)
TOTAL EXPENDITURES	**(40,000)**	**0**	**(40,000)**
REVENUES			
General Fund Discretionary	(40,000)	0	(40,000)
TOTAL REVENUES	**(40,000)**	**0**	**(40,000)**

Bureau Description:

This program will provide working capital to six startups in FY 2014-15. The agency initiated the 2nd Startup PDX Challenge competition to connect entrepreneurs of color and women entrepreneurs to Portland's growing startup ecosystem. The agency expects to launch the application process for the Challenge in June 2014 and announce successful candidates for funding late summer or early fall 2014. This carryover request enables FY 2013-14 dollars to support the current Challenge and the class to be selected in in late summer or early fall 2014.

CBO Discussion and Recommendation

Recommended as requested.The Startup PDX Challenge is budgeted but will not be encumbered by year's end. Per Spring BMP guidlines, these funds may carryover into the next fiscal year to be used for the same purpose.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Development Commission **Type:** Technical Adjustment

Request: ZD_004 - Innovation Fund - Early Adopter Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	80,000	0	80,000
TOTAL EXPENDITURES	**80,000**	**0**	**80,000**
REVENUES			
General Fund Discretionary	80,000	0	80,000
TOTAL REVENUES	**80,000**	**0**	**80,000**

Bureau Description:

PDC will partner with city bureaus to develop and pilot an early adopter program to illuminate tech solutions for city bureaus' operations and maintenance (O&M) and capital project needs, while giving local Portland companies greater access to a potential customer base. As a foundation, the program will:

• Develop a platform by identifying current city innovation activities;
• Convene the bureaus to discuss O&M and capital needs, opportunities and challenges, and best practices; and
• Review known local tech products and services, ranging from software-based management solutions to integrated design approaches to hard infrastructure products.

The bureaus will form an advisory committee to discuss opportunities for bureaus to work more closely with local industry product and service providers—which will include crafting a technology-based tool that will provide an interface between bureaus and industry to exchange needs and proposed solutions. The agency was awarded $80,000 out of the Mayor's Innovation Fund to support this program. The pilot project will commence during the last week of March 2013 and conclude by the end of fiscal year 2014-15. PDC requests that this budget is moved to the FY 2014-15 budget based on the timing of the project.

CBO Discussion and Recommendation

Recommended as requested.This package recognizes a techincal adjustment to General Fund discretionary allocation.

CBO Discussion and Recommendations
FY 2013-14 Spring Supplemental

Bureau: Portland Development Commission **Type:** Carryover Request

Request: ZD_005 - Carryover Request- Innovation Fund Early Adopter

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(80,000)	0	(80,000)
TOTAL EXPENDITURES	**(80,000)**	**0**	**(80,000)**
REVENUES			
General Fund Discretionary	(80,000)	0	(80,000)
TOTAL REVENUES	**(80,000)**	**0**	**(80,000)**

Bureau Description:

The agency was awarded $80,000 out of the Mayor's Innovation Fund to support the Early Adopted Progam (ZD_004). The pilot project will commence during the last week of March 2014 and conclude by the end of fiscal year 2014-15. PDC requests that this budget is moved to the FY 2014-15 budget based on the timing of the project.

CBO Discussion and Recommendation

Recommended as requested. PDC will not encumber its award of Innovation Funds by year's end. Per Spring BMP guidlines, these funds may carryover into the next fiscal year to be used for the same purpose.