



Tom Rinehart
Chief Administrative
Officer

Ted Wheeler
Mayor

CITY OF PORTLAND
**Office of Management
and Finance**
1120 SW 5th Avenue
Portland, OR 97204

P: (503) 823-1182
F: (503) 823-5384
TTY: (503) 823-6868
portlandoregon.gov/omf

OMF Advisory Meeting Committee Notes Tuesday, March 12, 2019

Members Present: Kristen Bishop (for Lois Cohen), Rebecca Esau, Mike Jordan, Danielle Outlaw, Suk Rhee, Sonia Schmanski, Chris Warner, Rachel Whiteside.

Members Absent: Mayor's Office Staff, Ryan Gillespie, Robert McCullough.

OMF Leadership Present: Carmen Merlo, Tom Rinehart.

City Staff Present: Julian Massenburg.

OMF Budget Presentation Overview: Tom Rinehart

- CAO Tom Rinehart provided an overview of OMF's Budget/Council presentation which is scheduled for Tuesday, March 19.
- OMF will discuss its role as a central support provider amid City growth, resource constraints, and an increased workload to support customer bureau growth.
- During the presentation, OMF's Leadership Team will discuss their bureau's FY 2019-20 base budget and progress on initiatives within OMF's 2018-2020 Strategic Plan.

CBO Review of OMF's Requested Budget: Carmen Merlo

CBO's full review of OMF's FY 2019-20 Requested Budget [can be found here](#). Items of note are mentioned below:

- CBO recommended 12.0 FTE for enhanced tax collection efforts within the Bureau of Revenue and Financial Services (BRFS). The recommendation includes a mix of one-time and ongoing FTE and funding.
- A replacement of Revenue Division's tax collection system is needed. CBO recommended \$1.4 million as an initial cash contribution for this project to begin in FY 2019-20.
- A Directive for BRFS-Risk Management to invest in a cybersecurity insurance policy was recommended.
- The CAO's Office submitted a Directive to add 6.0 FTE to support the reconstructed Portland Building. CBO only recommended 2.0 FTE, including a Facilities Maintenance Technician and a Dispatcher. OMF will be forced to evaluate alternate scenarios to adequately staff the Portland Building's maintenance and operations functions.
- Partial funding for an ongoing Facilities Security Manager position was recommended.

Citywide Strategic Plan: Tom Rinehart

- The notion of a Citywide Strategic Plan was discussed with the OMF Advisory Committee.
- A Citywide Strategic Plan would include fundamental strategies that bureau directors, Council, and the public agree upon – to create enterprise priorities.



An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

- Implementing a Strategic Plan could identify common/complementary programmatic functions across bureaus –and could be used to create savings by eliminating redundancies across bureaus (*e.g. infrastructure/permitting functions in BDS, Prosper, BPS*).