



CITY OF  
**PORTLAND, OREGON**

**Amanda Fritz, Commissioner**  
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DATE: October 1, 2012

TO: Mayor Sam Adams  
Commissioner Nick Fish  
Commissioner Randy Leonard  
Commissioner Dan Saltzman  
Auditor LaVonne Griffin-Valade

CC: OMF Financial Planning Division  
Jane Braaten, Business Operations Division

FROM: Commissioner Amanda Fritz

SUBJECT: Commissioner of Public Utilities FY 2012-13 Fall BMP Submission

Please accept the Commissioner of Public Utilities Fall BMP submission for FY 2012-13.

The attached documents detail the vacancy savings reduction package for \$13,876. Additionally, the submission package explains any FY 2011-12 under spending.

I have reviewed the enclosed documents and support the submission package.

Please contact Tom Bizeau or Tim Crail from my staff, or OMF Business Operations budget liaison Crystal Castruita, with any questions.

Thank you,

Commissioner Amanda Fritz

Enc:  
Budget Amendment Request Report  
Prior Year Business Area Reconciliation Report

# BUDGET AMENDMENT REQUEST

Commissioner of Public Utilities

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

## **PU\_001 - Commissioner of Public Utilities-Vacancy Savings**

As required to reach the Citywide vacancy savings target in the FY 2012-13 Adopted Budget, the Commission of Public Utilities personnel services budget will be reduced by \$13,876 for three months of vacancy savings related to position #40017978.

Dollar Amount: **(\$13,876)**

Type: Mid-Year Reductions

Resources: General Fund Discretionary

## Prior Year Business Area Reconciliation Report

	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
<b>Commissioner of Public Utilities</b>			
<b>EXPENDITURES</b>			
Personnel Services	\$752,300	\$703,239	93%
External Materials and Services	\$12,881	\$3,664	28%
Internal Materials and Services	\$131,159	\$127,977	98%
<b>TOTAL EXPENDITURES</b>	<b>\$896,340</b>	<b>\$834,879</b>	<b>93%</b>
<b>REVENUES</b>			
Interagency Revenue	\$93,636	\$99,046	106%
Miscellaneous	\$0	\$2,563	0%
General Fund Discretionary	\$335,644	\$0	0%
General Fund Overhead	\$467,060	\$0	0%
<b>TOTAL REVENUES</b>	<b>\$896,340</b>	<b>\$101,609</b>	<b>11%</b>

### Bureau Reconciliation Narrative

On the revenue side, General Fund Discretionary dollars are included in the report but, as always, never result in a financial transaction, creating the appearance of a variance when none exist. The under expenditure in EMS is a result of the deliberate decision to reduce expenditures.