



CITY OF
PORTLAND, OREGON
PORTLAND HOUSING BUREAU

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To: Mayor Charlie Hales
Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Steve Novick
Commissioner Dan Saltzman
Auditor LaVonne Griffin-Valade

From: Traci Manning

cc: City Budget Office

RE: Portland Housing Bureau's Spring BMP Submittal

Date: March 28, 2013

The Portland Housing Bureau (PHB) has prepared the attached report for the Spring Budget Monitoring Process (BMP) as requested by the City Budget Office (CBO). PHB's submission includes three categories – budget status reporting, decision package reporting and budget amendment requests.

Budget Status Reporting

In short, PHB forecasts that the bureau will remain within budget across all bureau funds through the end of FY 2012/13.

General Fund expenditures are trending near full expenditure. This is due to several factors:

- the bureau has focused General Fund resources on service delivery, contracted through community-based organizations, and away from discretionary and administrative expenses,
- costs needed to be shifted from Community Development Block Grant (CDBG) to the General Fund to meet requirements of the US Department of Housing and Urban Development (HUD) for sub-recipient, administration and planning costs,
- continued costs for prior year layoffs, and
- adjustment to the new union contract.

Many of these factors have also pushed expenditures in the Housing Investment Fund to full expenditure, as have a couple of unanticipated portfolio asset management expenses.

On the other hand, the bureau has experienced savings in federal CDBG and HOME funds as staff vacancies impacted those funding sources more. In addition, some staff costs needed to be shifted from CDBG to the General Fund to meet HUD requirements for sub-recipient administration and planning costs (as noted above). These savings will, in a small way, blunt the cuts to housing development funds caused by sequestration in

2013-14. Unfortunately, they are not the type of CDBG funds that we are allowed to use for the homeless programs being impacted.

Decision Packages

PHB reports substantial progress towards the goals and outcomes of the decision pages, within established timelines. The status report is attached.

Budget Amendment Requests

PHB's Spring BMP submission includes five request packages for adjustments to the current year budget, funded by both federal and local sources.

1. **HC_019 - Rebudget Non-General Fund Resources:** Reduce bureau appropriation by \$11.9M in order to carry housing project and grant budgets forward to FY 2013/14 in line with forecasted project spend-down. The resources involved with this request are made up primarily of tax increment financing (\$9.9M from various urban renewal districts) and federal grants (\$1.3M HOME grant and \$526,533 CDBG grant).
2. **HC_020 - Appropriate Additional Revenues:** Increase bureau appropriation by \$1.60M for various affordable housing projects and programs, including:
 - a. \$510,000 increase in the Interstate URA fund to realize pre-development loan payoff revenue for the King/Parks project (project pending Council approval April 24, 2013)
 - b. \$448,600 increase in the HOME fund to realize unanticipated revenue associated with an affordable housing loan payoff. These funds have been programmed into the bureau's current year Rental Housing NOFA (Notice of Funds Availability)
 - c. \$186,000 increase in the Federal grants fund to appropriate entire NSP-3 grant award resources for homeownership projects that were more successful in the current year than budgeted
 - d. \$83,500 increase in the Headwaters operating fund revenues (largely offset by operating expenses)
 - e. \$73,316 increase in the homeowner limited tax exemption program to realize greater than anticipated fee revenue this fiscal year, due to a large project by a nonprofit organization outside of the cap. Funds are primarily passed through to Multnomah County
3. **HC_021 - Reduce Appropriations:** Reduce bureau appropriation by \$107,725 to reflect actual project spending requirements. Projects include Otesha (\$107,744 CDBG) and Los Jardines (\$3,981 Section 108 Loan Guarantee Program).
4. **HC_022 - Section 108 Program Fund Realignment:** Amend PHB budget appropriations in order to transfer budget and resources associated with the Section 108 Loan Guarantee Program from the Housing Investment Fund to the CDBG Grant Fund. This request is necessary to effectively comply with accounting best practices and Federal compliance requirements.
5. **HC_023 - Technical Adjustments:** Approve adjustments to PHB appropriations with no budgetary impact at the bureau, fund or programmatic level.

Should you have any questions about the PHB BMP submittal, please contact Mike Johnson (823-4176) or Paul Stewart (823-2389).

**Business Area Projection Report
General Fund**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
Portland Housing Bureau				
EXPENDITURES				
Personnel Services	\$367,711	\$212,700	\$356,924	97%
External Materials and Services	\$10,990,224	\$5,394,072	\$10,899,120	99%
Internal Materials and Services	\$435,056	\$238,288	\$434,994	100%
TOTAL EXPENDITURES	\$11,792,991	\$5,845,060	\$11,691,038	99%
REVENUES				
Intergovernmental Revenues	\$613,626	\$339,949	\$547,875	89%
Interagency Revenue	\$69,532	\$42,943	\$69,532	100%
Fund Transfers - Revenue	\$37,000	\$37,000	\$37,000	100%
Miscellaneous	\$4,780	\$7,153	\$4,780	100%
General Fund Discretionary	\$11,068,053	\$0	\$11,016,851	100%
TOTAL REVENUES	\$11,792,991	\$427,046	\$11,676,038	99%

Bureau Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year. Intergovernmental revenues are projected to come in under anticipated levels due primarily to vacancies in CDBG-funded positions. (Indirect costs are recovered from the CDBG grant as a percentage of actual program staff time charged to CDBG-funded activities.)

**Fund Projection Report
Portland Housing Bureau**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
Housing Investment Fund				
EXPENDITURES				
Unappropriated Fund Balance	\$0	\$0	\$125,958	
Personnel Services	\$935,063	\$639,465	\$879,847	94%
External Materials and Services	\$979,894	\$197,493	\$906,991	93%
Fund Transfers - Expense	\$776,096	\$192,516	\$776,096	100%
Contingency	\$165,538	\$0	\$0	0%
TOTAL EXPENDITURES	\$2,856,591	\$1,029,474	\$2,688,892	94%
REVENUES				
Budgeted Beginning Fund Balance	\$1,517,316	\$0	\$1,478,877	97%
Charges for Services	\$377,460	\$302,039	\$401,391	106%
Intergovernmental Revenues	\$138,500	\$104,823	\$138,500	100%
Bond and Note	\$0	\$0	\$0	0%
Miscellaneous	\$823,315	\$442,148	\$705,588	86%
TOTAL REVENUES	\$2,856,591	\$849,010	\$2,724,356	95%

Fund Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year. Miscellaneous revenues projects to end the year 14% less than the originally anticipated budget due to restructure of debt associated with affordable housing development loans.

**Business Area Projection Report
Federal Grants Fund**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
Portland Housing Bureau				
EXPENDITURES				
Personnel Services	\$697,135	\$466,232	\$636,395	91%
External Materials and Services	\$6,066,317	\$2,887,971	\$6,057,697	100%
Internal Materials and Services	\$1,500	\$1,500	\$1,500	100%
TOTAL EXPENDITURES	\$6,764,952	\$3,355,703	\$6,695,592	99%
REVENUES				
Budgeted Beginning Fund Balance	\$337,249	\$0	\$337,249	100%
Intergovernmental Revenues	\$6,427,703	\$3,927,288	\$6,358,343	99%
TOTAL REVENUES	\$6,764,952	\$3,927,288	\$6,695,592	99%

Bureau Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year.

**Fund Projection Report
Portland Housing Bureau**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
Community Development Block Grant Fund				
EXPENDITURES				
Unappropriated Fund Balance	\$0	\$0	\$359,809	
Personnel Services	\$1,606,224	\$964,459	\$1,316,198	82%
External Materials and Services	\$12,935,803	\$6,479,838	\$11,135,063	86%
Internal Materials and Services	\$30,000	\$27,010	\$30,000	100%
Bond Expenses	\$495,000	\$474,712	\$495,000	100%
Contingency	\$1,666,215	\$0	\$0	0%
TOTAL EXPENDITURES	\$16,733,242	\$7,946,019	\$13,336,070	80%
REVENUES				
Charges for Services	\$6,000	\$3,158	\$6,000	100%
Intergovernmental Revenues	\$13,649,982	\$9,526,270	\$11,808,748	87%
Fund Transfers - Revenue	\$487,322	\$0	\$487,322	100%
Bond and Note	\$1,531,938	\$0	\$0	0%
Miscellaneous	\$1,058,000	\$862,659	\$1,034,000	98%
TOTAL REVENUES	\$16,733,242	\$10,392,086	\$13,336,070	80%

Fund Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year. Personnel services projects to be significantly underspent due to vacancies in multiple positions funded by CDBG. External materials and services projects to be significantly underspent due to \$1.5M of Section 108 Loan Guarantee resource that will not be awarded by year-end.

Intergovernmental revenues will be less than originally anticipated because CDBG-funded activities are spending less than budgeted -- and, thus, the City bills less for grant reimbursement. There will be no bond and note revenues because this \$1.5M is associated with Section 108 program lending -- and as described above, these resources will not be awarded to a project before year-end.

**Fund Projection Report
Portland Housing Bureau**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
HOME Grant Fund				
EXPENDITURES				
Personnel Services	\$362,300	\$188,984	\$262,155	72%
External Materials and Services	\$5,495,524	\$2,817,530	\$5,108,847	93%
Contingency	\$518,934	\$0	\$0	0%
TOTAL EXPENDITURES	\$6,376,758	\$3,006,514	\$5,371,002	84%
REVENUES				
Budgeted Beginning Fund Balance	\$0	\$0	\$0	0%
Charges for Services	\$400	\$292	\$400	100%
Intergovernmental Revenues	\$5,509,994	\$2,983,468	\$4,504,238	82%
Miscellaneous	\$866,364	\$773,463	\$866,364	100%
TOTAL REVENUES	\$6,376,758	\$3,757,224	\$5,371,002	84%

Fund Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year. Personnel services will be significantly undespent at year-end due to vacancies in HOME-funded positions. Intergovernmental revenues will see less activity than originally anticipated because the bureau saw increased HOME program income, which reduces the amount of reimbursement the bureau requests.

**Fund Projection Report
Portland Housing Bureau**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
Tax Increment Financing Reimbursement Fund				
EXPENDITURES				
Unappropriated Fund Balance	\$0	\$0	\$940,771	
Personnel Services	\$1,725,877	\$1,157,679	\$1,564,490	91%
External Materials and Services	\$32,964,178	\$14,973,864	\$30,233,468	92%
Internal Materials and Services	\$702,234	\$468,156	\$702,234	100%
Fund Transfers - Expense	\$584,235	\$389,490	\$584,235	100%
Contingency	\$664,041	\$0	\$0	0%
TOTAL EXPENDITURES	\$36,640,565	\$16,989,189	\$34,025,198	93%
REVENUES				
Budgeted Beginning Fund Balance	\$3,379,820	\$0	\$3,269,820	97%
Charges for Services	\$400,000	\$286,431	\$415,600	104%
Intergovernmental Revenues	\$26,943,385	\$7,359,520	\$24,471,606	91%
Bond and Note	\$0	\$0	\$0	0%
Miscellaneous	\$5,917,360	\$4,466,910	\$5,868,172	99%
TOTAL REVENUES	\$36,640,565	\$12,112,861	\$34,025,198	93%

Fund Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year.

**Fund Projection Report
Portland Housing Bureau**

	Spring BuMP Revised Budget	FY 2012-13 YTD Actuals Thru AP8	Spring BuMP Year-End Projection	% of Projected Actuals to Revised Bud
Headwaters Apartment Complex Fund				
EXPENDITURES				
Unappropriated Fund Balance	\$0	\$0	\$37,540	
External Materials and Services	\$84,500	\$350	\$83,475	99%
Bond Expenses	\$831,785	\$261,043	\$831,785	100%
Contingency	\$36,515	\$0	\$0	0%
TOTAL EXPENDITURES	\$952,800	\$261,393	\$952,800	100%
REVENUES				
Intergovernmental Revenues	\$950,000	\$584,870	\$950,000	100%
Miscellaneous	\$2,800	\$1,970	\$2,800	100%
TOTAL REVENUES	\$952,800	\$586,840	\$952,800	100%

Fund Projection Narrative

The Portland Housing Bureau anticipates being within budget in all major object expenditure categories at the end of the fiscal year.

Portland Housing Bureau - FY 2012-13 Spring BMP

Decision Package Status Update

Decision Package / Description	FTE	GF Ongoing	GF One Time	Other Rev	Total	Status Update
ADOPTED BUDGET - UNFUNDED ONGOING ADD REQUESTS						
<p>HC_01 - PHB - Prevention & Rapid Rehousing Short-term rent assistance is a highly effective tool to prevent eviction and keep people housed, particularly crucial among families with school-aged children, and to rapidly end homelessness for most families or individuals. This package helps backfill while restoring a previous and long-standing one-time funding. This is particularly crucial as our community recovers from the recession and high rates of unemployment.</p>	0	0	1,900,000	0	1,900,000	Funds are fully contracted with five nonprofit providers. Activities are 75% complete. Client-level outcome data was received through end of second quarter (12/2012), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2013) expected April 30.
<p>HC_02 - PHB - Homebuyer Support This request continues general fund support for homebuyer education and counseling and foreclosure prevention programs. Consistent with the PHB Strategic Plan, these services are targeted to minority communities, helping them to access new homeownership opportunities and maintain current homeownership, particularly at a time when housing prices and interest rates are low. PHB hopes to continue several successful programs carried out in partnership with community-based non-profits to overcome gaps in minority homeownership and foreclosure rates. These funds will be leveraged with other PHB resources - notably TIF in at least two URA's and certain federal funds to provide the downpayment assistance to a subset of households that receive homebuyer education and counseling</p>	0	0	500,000	0	500,000	All funds have been contracted to community organization providing culturally specific homeownership education and counseling and foreclosure prevention services. Activities are 75% complete. Homebuyer education leverages TIF-funded downpayment assistance for a small subset of households receiving education and counseling.
<p>HC_03 - PHB - Housing Access Services Programs providing information & referral, as well as advocacy and case management for low-income renters confronting homelessness, eviction, housing discrimination and unhealthy housing conditions. PHB's Housing Access and Stabilization programs represent a community-wide safety net that assists individuals and households (many with rental screening barriers such as poor credit, evictions and criminal history) to obtain and retain housing. These programs are especially critical given the current economic climate and tight local rental housing market.</p>	0	0	456,300	0	456,300	Funds are fully contracted with three nonprofit providers. Activities are 75% complete. Client-level outcome data received through end of second quarter (12/2012), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2013) expected April 30.

Portland Housing Bureau - FY 2012-13 Spring BMP

Decision Package Status Update

Decision Package / Description	FTE	GF Ongoing	GF One Time	Other Rev	Total	Status Update
<p>HC_04 - PHB - Shelter and Emergency Services This package continues long standing general fund support for three types of shelters PHB invests in: year-round, winter and severe weather. Shelter operations remain a critical component of the safety net for the community, and PHB works closely with Multnomah County, Home Forward, and its non-profit partners to ensure that investments and outcomes are aligned as closely as possible in this arena. New collaborative efforts are aimed at helping people in emergency shelters to regain permanent housing as quickly as possible. In some cases, transitional housing is necessary given individual circumstances. But for individuals and families where that is not the case, the most cost-effective and humane approach is to minimize shelter stays by helping people link to social, health and employment services while helping them secure a permanent housing solution through programs like short-term rent assistance.</p>	0	0	1,734,000	0	1,734,000	Funds are fully contracted with five nonprofit providers and Multnomah County, and activities are 75% complete. Client-level outcome data was received through end of second quarter (12/2012), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2013) expected April 30.
<p>HC_05 - PHB - Bud Clark Commons Operating Support- Yr 2 The second year of One-Time General Fund resources to provide operating costs for the Bud Clark Commons (the Commons) Day Center and Doreen’s Place shelter. Funds will be used to cover critical operating and staffing costs to support individuals in preventing and/or ending their homelessness. Services include housing placement, homelessness prevention, supportive services (mental health, health services, employment), shelter and information & referral resources. The Commons opened in June 2010 and operates 7 days a week.</p>	0	0	185,000	0	185,000	Funds are fully contracted and activities are 75% complete. Client-level outcome data was received through end of second quarter (12/2012), and progress toward full contracted outcomes is on track. Third quarter outcomes data (through 3/2013) is expected April 30.

Portland Housing Bureau - FY 2012-13 Spring BMP

Decision Package Status Update

Decision Package / Description	FTE	GF Ongoing	GF One Time	Other Rev	Total	Status Update
ADOPTED BUDGET - REDUCTIONS						
<p>HC_07 - PHB - 8% Reduction City-funded programs for our community’s lowest-income and most vulnerable households have seen budget reductions and no cost-of-living adjustments for the last several years. At the same time, they have seen increasing numbers of low income and homeless people seeking services. Reductions are particularly hard on facility-based programs that may need to close their doors because they don’t have enough funding to adequately staff the facility. [NOTE: THIS PACKAGE WILL RESULT IN A \$502,961. IT IS DISPLAYED AS A \$125,673 CUT BECAUSE THE FINANCIAL IMPACT WILL BE COMBINED WITH THE 4% REDUCTION PACKAGE AND 6% REDUCTION PACKAGE.]</p>	0	(125,673)	0	0	(125,673)	PHB's FY 2012/13 budget has been reduced as follows: - \$112,673 for shelter & emergency services - \$12,000 for supportive housing - \$1,000 for homelessness prevention & rapid re-housing
<p>HC_08 - PHB - 6% Reduction City-funded programs for our community’s lowest-income and most vulnerable households have seen budget reductions and no cost-of-living adjustments for the last several years. At the same time, they have seen increasing numbers of low income and homeless people seeking services. Reductions are particularly hard on facility-based programs that may need to close their doors because they don’t have enough funding to adequately staff the facility. [NOTE: THIS PACKAGE WILL RESULT IN A \$377,018 REDUCTION. IT IS DISPLAYED AS A \$125,673 CUT BECAUSE THE FINANCIAL IMPACT WILL BE COMBINED WITH THE 4% REDUCTION PACKAGE.]</p>	0	(9,000)	0	0	(9,000)	PHB's FY 2012/13 budget has been reduced as follows: - \$8,000 for supportive housing - \$1,000 for homelessness prevention & rapid re-housing
<p>HC_09 - PHB - 4% Reduction City-funded programs for our community’s lowest-income and most vulnerable households have seen budget reductions and no cost-of-living adjustments for the last several years. At the same time, they have seen increasing numbers of low income and homeless people seeking services. Reductions are particularly hard on facility-based programs that may need to close their doors because they don’t have enough funding to adequately staff the facility.</p>	0	(251,345)	0	0	(251,345)	PHB's FY 2012/13 budget has been reduced as follows: - \$141,401 for supportive housing - \$43,693 for shelter & emergency services - \$42,800 for housing access & stabilization - \$23,451 for homelessness prevention & rapid re-housing

Portland Housing Bureau - FY 2012-13 Spring BMP

Decision Package Status Update

Decision Package / Description	FTE	GF Ongoing	GF One Time	Other Rev	Total	Status Update
HC_10 - Non-Rep Merit Pay Freeze	0	0	(2,547)	0	(2,547)	Non-rep merit increases for employees making more than \$45k annually have been suspended throughout FY 2013/14.
HC_11 - OMF IA Savings	0	(35,645)	0	0	(35,645)	These savings are being recaptured via reductions in OMF interagency service level and/or rate reductions.
ADOPTED BUDGET - BUREAU ADDS						
HC_12 - FY 2011-12 Carryover Housing Development Strategy Funding for development of a 25-year comprehensive housing policy reflecting the goals of the Portland Plan and the PHB Strategic Plan.	0	0	137,000	0	137,000	The Portland Housing Growth and Opportunity Analysis will connect PHB's Strategic Plan with the Portland Plan, inform the Comprehensive Plan Update and form PHB's investment location policy. PHB has completed the following components: Opportunity Maps, a housing preferences survey and the Central City Housing Inventory. PHB has contract 5 community based organizations representing underserved communities to convene focus groups to inform our work. PHB contracted with BPS for technical assistance with the maps and with the Housing Development Center for data gathering on the Housing Inventory.
ADOPTED BUDGET - REALIGNMENTS						
HC_06 - PHB - Position Reductions taken in Base Budget This package reflects the elimination of a vacant Senior Housing Administration Specialist and a vacant Housing Compliance Analyst III. Savings from these reductions were taken in order for the bureau to get to its base General Fund discretionary allocation, and to address reductions in the bureaus federal HOME and CDBG entitlement allocations. No dollar amounts are shown, as the dollar reductions were taken to get the bureaus base.	(2)	0	0	0	0	These positions have been eliminated.

Portland Housing Bureau - FY 2012-13 Spring BMP

Decision Package Status Update

Decision Package / Description	FTE	GF Ongoing	GF One Time	Other Rev	Total	Status Update
FALL & WINTER BMP PACKAGES						
<p>HC_04 - General Fund Carryover This request covers the carry forward of primarily several encumbered homeless services contracts.</p>	0	341,461		0	341,461	85% of the funding carried forward has been expended under subrecipient service delivery contracts. The majority of the remaining \$49,125 is associated with the Red Cross Severe Weather Shelter. PHB will receive the invoice for the severe weather season by April 30.
<p>HC_05 - General Fund Request The bureau is requesting \$24,000 with the objective of providing sufficient funding for fair housing education and enforcement activities for the 2012-13 fiscal year in order to deliver on the City of Portland Fair Housing Action Plan. Activities will include tenant and landlord education and capacity for complaint based and audit testing for fair housing violations. This amount was part of the bureaus FY 2011-12 General Fund appropriation, but was not contracted to to continuing discussions with partners regarding the scope of the activities to be contracted.</p>	0	24,000		0	24,000	PHB anticipates finalizing contract with service provider by the end of March and that the \$24,000 of general fund will be expended by the end of the fiscal year.
<p>HC_10 - VASH Veterans Housing vouchers. Leverage funding from Multco, United Way to house veterans during the holidays.</p>	0	10,000		0	10,000	Activities are more than 75% complete. Contractor completed initial spending with existing general fund already contracted in FY 12-13 to speed access to funds. All decision package funds will be added to existing contract by March 30 to reimburse fully spent activities.

Portland Housing Bureau - FY 2012-13 Spring BMP

Budget Note Status Update

#	Description	Status Update
1	<p>Portland Housing Bureau Sustainable Funding</p> <p>Council directs the Office of Management and Finance to add sustainable funding for the Safety Net to the FY 2013-14 5-year forecast. The Office of Management and Finance should increase the Portland Housing Bureau's current appropriation level target by \$4,600,000, which will replace the bureau's historic reliance on one-time funds.</p>	<p>To effect this change, the City Budget Office has increased PHB's FY 2013-14 allocation of ongoing General Fund by \$4.6M. PHB's Requested Budget assumes this base funding, and also includes a decision package intended to clarify City Council intent regarding this funding. The City Budget Office made a literal interpretation of the budget note, and does not intend to add a COLA to this amount as it does with the rest of PHB's ongoing General Fund discretionary funding. While a literal translation, this decision does not appear to meet the spirit of the budget note (i.e., adding "sustainable funding for the Safety net"). PHB uses General Fund discretionary funds primarily for Safety Net services, and not adding an annual COLA (as is done with virtually all ongoing General Fund discretionary) reduces resources available to these programs due to inflation. This package seeks to clarify the budget note by requesting the COLA on the \$4.6 million ongoing funding be added to the forecast beginning in FY 2014-15, in an amount retroactive to FY 2013-14.</p>

BUDGET AMENDMENT REQUEST

Portland Housing Bureau

PERIOD Spring BuMP

FISCAL YEAR FY 2012-13

HC_019 - Rebudget Non-General Fund Resources

PHB requests Council approval to reduce bureau appropriation by \$11.9M in order to carry housing project and grant budgets forward to FY 2013/14 in line with forecasted project spend-down. The resources involved with this request are made up primarily of tax increment financing (\$9.9M from various urban renewal districts) and federal grants (\$1.3M HOME grant and \$526,533 CDBG grant).

Dollar Amount: **(\$11,885,012)**

Type: Carryover Request

Resources: Internal Transfer

HC_020 - Appropriate Additional Revenues

PHB requests Council approval to increase bureau appropriation by \$1.60M for various affordable housing projects and programs, including:

- \$510,000 increase in the Interstate URA fund to realize pre-development loan payoff revenue for the King/Parks project (project pending Council approval April 24, 2013)

- \$448,600 increase in the HOME fund to realize unanticipated revenue associated with an affordable housing loan payoff. These funds have been programmed into the bureau's current year Rental Housing NOFA (Notice of Funds Availability)

- \$186,000 increase in the Federal grants fund to appropriate entire NSP-3 grant award resources for homeownership projects that were more successful in the current year than budgeted

- \$83,500 increase in the Headwaters operating fund revenues (largely offset by operating expenses)

- \$73,316 increase in the homeowner limited tax exemption program to realize greater than anticipated fee revenue this fiscal year, due to a large project by a nonprofit organization outside of the cap. Funds are primarily passed through to Multnomah County

Dollar Amount: \$1,597,719

Type: New Request

Resources: New Revenues

HC_021 - Reduce Appropriations

PHB requests Council approval to reduce bureau appropriation by \$107,725 to reflect actual project spending requirements. Projects include Otesha (\$103,744 CDBG) and Los Jardines (\$3,981 Section 108 Loan Guarantee Program).

Dollar Amount: **(\$107,725)**

Type: Mid-Year Reductions

Resources: Internal Transfer

BUDGET AMENDMENT REQUEST

Portland Housing Bureau

PERIOD Spring BuMP

FISCAL YEAR FY 2012-13

HC_022 - Section 108 Program Fund Realignment

PHB requests Council approval to amend PHB budget appropriations in order to transfer budget and resources associated with the Section 108 Loan Guarantee Program from the Housing Investment Fund to the CDBG Grant Fund. This request is necessary to effectively comply with accounting best practices and Federal compliance requirements.

Dollar Amount: \$779,440

Type: Technical Adjustment

Resources: Internal Transfer

HC_023 - Technical Adjustments

PHB requests City Council approve this package of adjustments to PHB appropriations with no budgetary impact at the bureau, fund or programmatic level.

Dollar Amount: \$0

Type: Technical Adjustment

Resources: Internal Transfer