



CITY OF  
**PORTLAND, OREGON**

**Amanda Fritz, Commissioner**  
1221 SW Fourth Ave., Suite 220  
Portland, Oregon 97204  
(503) 823-3008  
amanda@ci.portland.or.us

DATE: October 1<sup>st</sup>, 2013

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

CC: City Budget Office  
Jane Braaten, Business Operations Division

FROM: Commissioner Amanda Fritz

SUBJECT: Commissioner of Public Utilities FY 2013-14 Fall BMP Submission

Please accept the Commissioner of Public Utilities Fall BMP submission for FY 2013-14.

The attached documents detail FY 2012-13 under spending, decision package updates and FY 2013-14 budget amendment requests including \$86,000 for Sick Leave Implementation.

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 Aaron Rivera, with any related questions.

Thank you,

Commissioner Amanda Fritz

Enc:  
Prior Year Business Area Reconciliation Report  
Prior Year Decision Package Updates  
Budget Amendment Request

# BUDGET AMENDMENT REQUEST

Commissioner of Public Utilities

PERIOD Fall BMP

FISCAL YEAR FY 2013-14

## **PU\_001 - Commissioner of Publ Utilities - PERS IA Savings**

This technical adjustment request is to recognize internal service provider PERS savings of \$155.

Dollar Amount: \$0

Type: Technical Adjustment

Resources: Internal Transfer

## **PU\_002 - Sick Leave Implementation**

This request is for \$86,000 in one-time General Fund resources for sick leave implementation associated with Ordinance #185926 approved by Council on March 13th, 2013. Implementation activities include training, web development; radio, newspaper and other forms of advertising of the program, informational mailings as well as ½ year contract with Bureau of Labor and Industries (BOLI) as stipulated in the Ordinance. On going contractual arrangements with BOLI will be included in a Fiscal Year 14-15 decision package.

Dollar Amount: \$86,000

Type: New Request

Resources: New Revenues

**Prior Year Business Area Reconciliation Report  
Commissioner of Public Utilities**

	FY 2012-13 Revised Budget	FY 2012-13 Year-End Actuals	Percent of Actuals to Revised
<b>Commissioner of Public Utilities</b>			
<b>EXPENDITURES</b>			
Personnel Services	\$722,768	\$710,199	98%
External Materials and Services	\$41,808	\$6,389	15%
Internal Materials and Services	\$137,766	\$126,210	92%
<b>TOTAL EXPENDITURES</b>	<b>\$902,342</b>	<b>\$842,797</b>	<b>93%</b>
<b>REVENUES</b>			
Interagency Revenue	\$149,882	\$150,673	101%
General Fund Discretionary	\$251,660	\$0	0%
General Fund Overhead	\$500,800	\$0	0%
<b>TOTAL REVENUES</b>	<b>\$902,342</b>	<b>\$150,673</b>	<b>17%</b>

**Bureau Reconciliation Narrative**

Revenues:

All revenues, including GF discretionary data that does not appear on this report, were received within variance tolerance.

Expenditures:

External Materials and Supplies are 85 percent under spent because a large percentage of the money intended to be directed in support of the 311 Program was delayed and reprogrammed in the new Fiscal 13-14 budget.

## Commissioner of Public Utilities

6% Reduction Packages	
The required 6% reduction equates to \$19,179. The reduction is achieved by reducing a vacant Commissioner Staff Representative position.	
<b>Status for Fall Performance Report:</b> Reduction taken.	<b>Status</b> Complete

Establish Interagency with BOEC	
This package establishes a \$50,000 interagency with the Bureau of Emergency Communication.	
<b>Status for Fall Performance Report:</b> Interagency was established.	<b>Status</b> Complete