

Analysis By: Jeramy Patton

## CITY BUDGET OFFICE

All Funds Budget Summary	Adopted FY 2013-14	Request Base FY 2014-15	Decision Pkgs FY 2014-15	Request Total FY 2014-15	Percent Change
<b>Resources</b>					
General Fund Discretionary	\$773,810	\$906,446	\$461,700	\$1,368,146	76.8%
General Fund Overhead	1,149,124	1,056,834	538,300	1,595,134	38.8%
<b>Total Resources</b>	<b>\$1,922,934</b>	<b>\$1,963,280</b>	<b>\$1,000,000</b>	<b>\$2,963,280</b>	<b>54.1%</b>
<b>Expenditures</b>					
Personnel Services	\$1,487,037	\$1,583,099	\$0	\$1,583,099	6.5%
External Materials and Services	197,125	185,327	1,000,000	1,185,327	501.3%
Internal Materials and Services	238,772	194,854	0	194,854	-18.4%
<b>Total Requirements</b>	<b>\$1,922,934</b>	<b>\$1,963,280</b>	<b>\$1,000,000</b>	<b>\$2,963,280</b>	<b>54.1%</b>
<b>Total Bureau FTE</b>	<b>12.00</b>	<b>13.00</b>	<b>0.00</b>	<b>13.00</b>	<b>8.3%</b>

Percent Change is the change from FY 2013-14 Adopted Budget to FY 2014-15 Total Requested Budget.

### Decision Package Analysis & Recommendations

The City Budget Office does not make recommendations concerning its own budget requests. For Citywide balancing purposes, the CBO did not assume funding of its budget software replacement package and captured savings related to the phase-out of the enterprise server.

#### Replace Budget Software System, BO\_01, \$1,000,000

The package requests one-time General Fund discretionary and overhead funding to replace the City's budget preparation and monitoring software. The software is currently operating in an unsupported environment and is at risk of failure. If the system fails, the City would need to move towards a more labor intensive system using Excel spreadsheets and other database tools. Given that the system has operated successfully in the unsupported environment for the last year and a half, and that there is a workaround in the event of a failure, the City Budget Office realizes that the request may not be the highest priority in the FY 2014-15 stabilization year.

#### Eliminate Hatfield Fellow – Enterprise Server, BO\_02, (\$31,909)

The package reduces ongoing General Fund discretionary and overhead funding associated with savings generated from the phase-out of the Enterprise Server. The Office of Management & Finance (OMF) revised its FY 2014-15 Enterprise Server allocation metrics to more appropriately reflect the users of its mainframe services. The update reallocated costs previously charged to the City Budget to the remaining two mainframe users – the Portland Police Data System and the Lien Accounting System. To mitigate the impacts of the reallocation of charges, CBO recommends capturing the savings in CBO and OMF and allocating those funds to the Portland Police Bureau on a one-time basis. The budget office had initially used these savings to continue funding an intern position through the Hatfield Fellow program at Portland State University. For more details about the Enterprise Server adjustments, please see the OMF budget review.

**City of Portland**  
 Decision Package Recommendations  
 (Includes Contingency and Ending Balance)

	Bureau Priority	Bureau Requested					CBO Analyst Recommendations				
		FTE	Gen Fund Ongoing	Gen Fund 1-Time	Other Revenues	Total Expenses	FTE	Gen Fund Ongoing	Gen Fund 1-Time	Other Revenues	Total Expenses
<b>City Budget Office</b>											
<u>Critical Needs</u>											
BO_01 - Replace Budget Software System	01	0.00	0	461,700	538,300	1,000,000	0.00	0	0	0	0
<i>Total Critical Needs</i>		<i>0.00</i>	<i>0</i>	<i>461,700</i>	<i>538,300</i>	<i>1,000,000</i>	<i>0.00</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<u>Reductions</u>											
BO_02 - Eliminate Hatfield Fellow - Enterprise Server	01	0.00	0	0	0	0	0.00	(14,732)	0	(17,177)	(31,909)
<i>Total Reductions</i>		<i>0.00</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.00</i>	<i>(14,732)</i>	<i>0</i>	<i>(17,177)</i>	<i>(31,909)</i>
<b>Total City Budget Office</b>		<b>0.00</b>	<b>0</b>	<b>461,700</b>	<b>538,300</b>	<b>1,000,000</b>	<b>0.00</b>	<b>(14,732)</b>	<b>0</b>	<b>(17,177)</b>	<b>(31,909)</b>