

FY 2014-15 Spring Supplemental Budget: Requests and Recommendations

This document provides detail on all bureau requests and CBO recommendations. A separate document on the CBO website is available for a more summarized discussion of each bureau.

To navigate this document easily, open the Bookmarks pane and click on the desired bureau.



**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Attorney

Type: Compensation Set Aside Request

Request: AT_004 - Compensation Set Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	100,000	0	100,000
TOTAL EXPENDITURES	100,000	0	100,000
REVENUES			
Interagency Revenue	0	0	0
General Fund Discretionary	100,000	0	100,000
TOTAL REVENUES	100,000	0	100,000

Bureau Description:

The office had no vacancy savings this year and is at risk of overspending its personnel services budget due to COLA. Therefore, this request is for Compensation Set Aside funds to offset the office's General Fund portion of COLA expenses.

CBO Discussion and Recommendation

Recommended as requested. The bureau's projections are largely in line with CBO's projections.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Attorney

Type: Technical Adjustment

Request: AT_005 - Spring Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	190,000	0	190,000
External Materials and Services	(198,000)	0	(198,000)
Internal Materials and Services	8,000	0	8,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This request is to transfer \$190,000 from External Materials and Services to Personnel Services to cover expenses for temporary staff. The office hired a temporary attorney to assist with a key legislative project intended to further equity in employment and also hired law clerks. Additionally, the office requires transfer of \$8,000 to Printing and Distribution for increased copier services.

CBO Discussion and Recommendation

Recommended as requested. External Materials and Services savings were generated as a result of a delay in signing the Compliance Officer/Community Liaison (COCL) contract. The bureau's FY 2015-16 requested budget includes package AT_01 - Equity and Civil Rights Enforcement, which would extend the position on an ongoing basis. CBO recommended against that package.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Attorney

Type: New Request

Request: AT_006 - Litigation Holds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	20,000	0	20,000
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	20,000	0	20,000
REVENUES			
Interagency Revenue	20,000	0	20,000
General Fund Discretionary	0	0	0
TOTAL REVENUES	20,000	0	20,000

Bureau Description:

This request will increase the interagency agreement with Risk Management by \$20,000 to begin expansion of the Litigation Hold Program. The FY15-16 budget requests the addition of 1.0 FTE Assistant Program Specialist to administer the Litigation Hold Program. However, both the City Attorney's Office and Risk Management agree the program should begin as soon as possible. The City Attorney's Office and Risk Management expect the City to be better protected from the possibility of relevant evidence being inadvertently lost or intentionally spoliated and avoid costly sanctions and help to reduce the current burden on staff throughout the City. With an increase in funding, the office is able to double-fill a position for the remainder of this fiscal year.

CBO Discussion and Recommendation

Recommended as requested. As part of the FY 2015-16 budget process, CBO recommended in favor of AT_02 - Litigation Hold Program, which would support this position with Interagency Revenue on an ongoing basis.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Attorney

Type: Technical Adjustment

Request: AT_007 - Portland Harbor Habitat Restoration

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	262,500	0	262,500
TOTAL EXPENDITURES	262,500	0	262,500
REVENUES			
General Fund Discretionary	262,500	0	262,500
TOTAL REVENUES	262,500	0	262,500

Bureau Description:

On December 3, 2014, the City Council passed Ordinance No. 186911, which authorized the City to enter into an Agreement to purchase credits in the Alder Creek habitat restoration project in the amount of up to \$2,625,000. An initial payment of \$262,500 was required in March. The City Attorney's Office made the initial payment of \$262,500 from its current budget with the understanding that the office would be reimbursed from the General Fund in the Spring BuMP.

CBO Discussion and Recommendation

The \$262,500, transferred from Fund & Debt Management in FM_012 - Transfer Portland Harbor funding to City Attorney, was part of the \$1 million of ongoing included for Habitat Restoration in the FY 2014-15 budget.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Attorney

Type: Program Carryover Request

Request: AT_008 - Portland Harbor Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(210,020)	0	(210,020)
TOTAL EXPENDITURES	(210,020)	0	(210,020)
REVENUES			
General Fund Discretionary	(210,020)	0	(210,020)
TOTAL REVENUES	(210,020)	0	(210,020)

Bureau Description:

In the Fall BMP, \$400,000 was transferred from the General Fund to the City Attorney's Office for expenses related to the Portland Harbor Natural Resource Trustees Funding and Participation Agreement (Ordinance 186810). The office expects only \$189,980 of that funding to be spent this fiscal year and requests to carry over the remaining \$210,020 to the next fiscal year.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Auditor

Type: Technical Adjustment

Request: AU_006 - Spring BMP Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	91,100	0	91,100
External Materials and Services	(71,100)	0	(71,100)
Internal Materials and Services	(20,000)	0	(20,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The Auditor's Office requests technical adjustments within its operating budget to cover expenses for facilities projects (\$15,000), increased facilities space rent (\$13,000), additional server costs (\$9,120), and higher than anticipated personnel services costs (\$91,100). These adjustments are covered by savings from lower than expected expenditures in external materials and services costs, primarily in the budget for the City's external audit, operating supplies, and professional services. Additional funds will be added to the Lien Accounting System replacement project (\$110,000), offset through a transfer from the LID fund.

CBO Discussion and Recommendation

Recommended as requested. Increased funding for the replacement of the Lien Accounting System (LAS) will provide resources for application development and related project management.

Drivers of personnel services spending include benefits and wages for casual/part-time employees. CBO analysis concurs with the Auditor's Office projected underspending in external materials and services (EMS). This projected underspending is consistent with the historical trend of budgeted resources for EMS exceeding actual requirements.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Auditor

Type: New Request

Request: AU_007 - Spring BMP Contingency Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	60,181	0	60,181
Contingency	(60,181)	0	(60,181)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request draws on bureau contingency to cover higher than anticipated personnel services costs (\$60,181).

CBO Discussion and Recommendation

Recommended as requested. In previous budget development cycle, guidance from CBO to the Auditor's Office directed funds to be set aside in General Fund contingency to cover cost of living and health benefits increases.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Auditor

Type: Program Carryover Request

Request: AU_008 - AU Carryover: Records Management Training

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(15,000)	0	(15,000)
TOTAL EXPENDITURES	(15,000)	0	(15,000)
REVENUES			
General Fund Discretionary	(15,000)	0	(15,000)
TOTAL REVENUES	(15,000)	0	(15,000)

Bureau Description:

The Auditor's Office requests carryover of \$15,000 from the Archives and Records Management division budget to fund the development of online Records Management training for all City employees. The purpose of the training is to improve understanding of records management and retention responsibilities and compliance. Due to delays in the procurement process, this project began later than originally planned. A vendor has been selected and work will begin within the next month. \$30,000 was originally dedicated for this project for FY 2014-15; however, we anticipate that only half of this original amount will be expended by the end of the fiscal year. The carryover will allow us to continue the work originally slated for this year.

CBO Discussion and Recommendation

Recommended as requested. The vendor delay does not change scope of work. The scope of work focuses on developing the online/e-learning training module. As such, the vendor development timeline does not define the timetable for training all City employees.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Auditor

Type: Program Carryover Request

Request: AU_009 - AU Carryover: Software Updates

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(40,000)	0	(40,000)
TOTAL EXPENDITURES	(40,000)	0	(40,000)
REVENUES			
General Fund Discretionary	(40,000)	0	(40,000)
TOTAL REVENUES	(40,000)	0	(40,000)

Bureau Description:

The Auditor requests carryover of \$40,000 in external materials and services dollars to fund needed replacement of the Hearings Office database and case management program and/or the Lobbyist Registration program's online reporting system and database. Both applications are out-of-date, do not provide needed functionality, and are no longer maintainable. Due to leadership transition and other factors, neither project began during the current fiscal year and neither has a cost estimate yet. Carryover will allow the office time to gather additional information, survey the market for available off-the-shelf products, and begin implementation of solutions.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Auditor

Type: Technical Adjustment

Request: AU_010 - Misc Technical Adjustments - LID

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	117,120	0	117,120
Bond Expenses	2,558,757	0	2,558,757
Contingency	152,012	0	152,012
TOTAL EXPENDITURES	2,827,889	0	2,827,889
REVENUES			
Budgeted Beginning Fund Balance	2,537,452	0	2,537,452
Miscellaneous	290,437	0	290,437
TOTAL REVENUES	2,827,889	0	2,827,889

Bureau Description:

This request makes various technical adjustments to the LID fund:

- 1) Increase beginning fund balance by \$2,537,452 to actual FY 2013-14 CAFR ending balance.
- 2) Increase Auditor/LID transfer by \$117,120 for internal service costs and professional service costs
- 3) Increase assessment payment by \$151,761 and interest revenues by \$138,676
- 4) Increase debt retirement principal by \$2,519,757 and interest debt service by \$39,000 for increased revenues and fund balance
- 5) Increase contingency by \$152,012 for adjustments to beginning fund balance reduced by interagency costs.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the City Auditor

Type: Technical Adjustment

Request: AU_011 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	0	0	0
Contingency	422	0	422
TOTAL EXPENDITURES	422	0	422
REVENUES			
Fund Transfers - Revenue	422	0	422
TOTAL REVENUES	422	0	422

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund was managed by the Auditor's Office. The fund is now closed so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution, of which \$422 is requested to be added LID fund contingency.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: City Budget Office

Type: Technical Adjustment

Request: BO_002 - Innovation Fund: Budget Process Kaizen Event

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	7,500	0	7,500
TOTAL EXPENDITURES	7,500	0	7,500
REVENUES			
General Fund Discretionary	7,500	0	7,500
TOTAL REVENUES	7,500	0	7,500

Bureau Description:

CBO received funding from the Innovation Fund to hold a Kaizen Event on the budget process. The event will use lean process improvement strategies to eliminate non-value added activities within the process. These funds will be used for consulting services to facilitate the discussion between the budget office, bureaus, elected officials' offices, and other interested parties.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: City Budget Office

Type: Program Carryover Request

Request: BO_003 - Carryover Innovation Fund: Kaizen Event

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(7,500)	0	(7,500)
TOTAL EXPENDITURES	(7,500)	0	(7,500)
REVENUES			
General Fund Discretionary	(7,500)	0	(7,500)
TOTAL REVENUES	(7,500)	0	(7,500)

Bureau Description:

The Innovation funds awarded in the Spring BMP will be used to hold a Kaizen Event in the summer of 2015 (after the completion of the budget process); therefore the City Budget Office requests the funds be carried over to next fiscal year.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Fire & Police Disability & Retirement

Type: Technical Adjustment

Request: DR_002 - Adjust Fire and Police Interagency Agreements

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(52,247)	0	(52,247)
Internal Materials and Services	275,000	0	275,000
TOTAL EXPENDITURES	222,753	0	222,753
REVENUES			
Interagency Revenue	222,753	0	222,753
TOTAL REVENUES	222,753	0	222,753

Bureau Description:

This request increases FPDR's interagency agreement with the Fire Bureau by \$225,000 and the Police Bureau by \$50,000. Of the Fire increase, \$50,000 is for higher Oregon Public Safety Retirement Program (OPSRP) contribution reimbursements and \$175,000 is for wage subsidies for temporarily disabled employees. The entire increase for Police is wage subsidies. Both bureaus have been able to return more employees on short-term disability to work with temporarily restricted duties; FPDR pays the bureaus a partial wage subsidy when employees can be accommodated in this way. This request also increases interagency revenue from the Police Bureau. Third parties who contract for Portland police services pay a pension and disability overhead charge as well as wages and benefits. FY 2014-15 is the first year the Police Bureau will pass all such pension and disability charges on to FPDR, and the original budget inadvertently left out charges for short-term contracts, such as event security. Including these charges will result in an additional \$222,753 in funds passed through the Police Bureau to FPDR.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Fire & Police Disability & Retirement

Type: Technical Adjustment

Request: DR_003 - Increase Budget for Technology Projects

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(90,000)	0	(90,000)
Internal Materials and Services	45,000	0	45,000
Capital Outlay	45,000	0	45,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request increases FPDR's interagency agreement with the Bureau of Technology Services (BTS) by \$45,000: \$25,000 for the purchase and installation of a new phone system and \$20,000 for required upgrades to FPDR's two servers. The request also increases the budget for capital improvements to FPDR's database by \$45,000. Two capital upgrades to the FPDR database will be completed this fiscal year that were not anticipated in the original budget: a new web portal for sworn employees and new functionality recommended by the recent disability program audit. Funds will be shifted from consulting, where FPDR originally budgeted funding for projects to be identified in the technology roadmap.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Fire & Police Disability & Retirement

Type: Technical Adjustment

Request: DR_004 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Capital Outlay	0	0	0
Contingency	254	0	254
TOTAL EXPENDITURES	254	0	254
REVENUES			
Fund Transfers - Revenue	254	0	254
TOTAL REVENUES	254	0	254

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_011 - IA with BES FEMA Community Rating System

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	8,000	0	8,000
Contingency	0	0	0
TOTAL EXPENDITURES	8,000	0	8,000
REVENUES			
Licenses & Permits	8,000	0	8,000
TOTAL REVENUES	8,000	0	8,000

Bureau Description:

This is an \$8,000 interagency agreement with the Bureau of Environmental Services (BES) to support City of Portland participation in the FEMA Community Rating System, which will help reduce the City's and FEMA's risk from flood impacts.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_012 - Adjustment to IA with the Facilities

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	670,000	0	670,000
Contingency	0	0	0
TOTAL EXPENDITURES	670,000	0	670,000
REVENUES			
Licenses & Permits	670,000	0	670,000
TOTAL REVENUES	670,000	0	670,000

Bureau Description:

This adjustment of \$670,000 to the interagency agreement with Facilities reflects an appropriation for additional space and internal moves.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_013 - Adjustment to IA with the BTS

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	600,000	0	600,000
Contingency	0	0	0
TOTAL EXPENDITURES	600,000	0	600,000
REVENUES			
Licenses & Permits	600,000	0	600,000
TOTAL REVENUES	600,000	0	600,000

Bureau Description:

This is an adjustment of \$600,000 to the interagency agreement with the Bureau of Technology Services to add an appropriation for expenditures associated with internal moves and new employee set up, and to prevent over-expenditure.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_014 - Adjustment to IA with the City Fleet

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	50,000	0	50,000
Contingency	0	0	0
TOTAL EXPENDITURES	50,000	0	50,000
REVENUES			
Licenses & Permits	50,000	0	50,000
TOTAL REVENUES	50,000	0	50,000

Bureau Description:

This is an adjustment of \$50,000 to the interagency agreement with City Fleet to add an appropriation for expenditures associated with vehicle leases and to prevent over-expenditure.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_015 - Adjustment to IA with the P&D

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	80,000	0	80,000
Contingency	0	0	0
TOTAL EXPENDITURES	80,000	0	80,000
REVENUES			
Licenses & Permits	80,000	0	80,000
TOTAL REVENUES	80,000	0	80,000

Bureau Description:

This is an adjustment of \$80,000 to the interagency agreement with Printing and Distribution to add an appropriation for expenditures associated with copying and printing services and to prevent over-expenditure.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_016 - IA with the Bureau of Human Resources

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	26,000	0	26,000
Contingency	0	0	0
TOTAL EXPENDITURES	26,000	0	26,000
REVENUES			
Licenses & Permits	26,000	0	26,000
TOTAL REVENUES	26,000	0	26,000

Bureau Description:

This is an interagency agreement with the Bureau of Human Resources (BHR) to pay for a BHR analyst who will exclusively focus on BDS recruitments (\$26,000).

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_017 - BDS Additional Positions – FY 2015-16 Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	279,198	0	279,198
Internal Materials and Services	224,000	0	224,000
Contingency	0	0	0
TOTAL EXPENDITURES	503,198	0	503,198
REVENUES			
Licenses & Permits	503,198	0	503,198
TOTAL REVENUES	503,198	0	503,198
FTE			
Full-Time Positions	3.25	0.00	3.25
TOTAL FTE	3.25	0.00	3.25

Bureau Description:

These 19.5 FTE were originally included in BDS's FY 2015-16 Requested Budget (DS_01, DS_02, and DS_03) and 5-Year Financial Plan. BDS financial projections indicate that there will be sufficient revenues to support these positions over the next five years. These projections were reviewed and supported by the BDS Financial Advisory Committee and BDS Budget Advisory Committee. The City Budget Office review of BDS's FY 2015-16 Requested Budget also recommended these packages.

In order to more proactively respond to workload increases and restore important services, BDS is proposing to add these 19.5 FTE (supported by permit revenues) to programs throughout the bureau in the FY 2014-15 Spring BMP.

This request also makes an adjustment of \$224,000 to the interagency agreement with the City Fleet in order to add an appropriation for new vehicles. New cars are necessary to accommodate new inspector positions. Approval of this request meets the requirements of Resolution 35960 requiring City Council approval of leases, upgrades to replacements, and new vehicle additions.

CBO Discussion and Recommendation

Recommended as requested. BDS requests a total of 35 fee-funded positions in the Spring BMP. Of this amount, 19.5 positions were originally included in the FY 2015-16 Requested Budget. Due to the need to quickly react to the increase in workload caused by the uptick in the residential and commercial construction, BDS received approval from its Commissioner-in-Charge to instead shift this request to the Spring BMP. The FTE amount on the report represents the equivalent FTE needed for the remaining of this fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_018 - Conversion of Limited Term Positions to Permanent

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	42,622	0	42,622
Contingency	0	0	0
TOTAL EXPENDITURES	42,622	0	42,622
REVENUES			
Licenses & Permits	42,622	0	42,622
TOTAL REVENUES	42,622	0	42,622
FTE			
Full-Time Positions	0.67	0.00	0.67
TOTAL FTE	0.67	0.00	0.67

Bureau Description:

The bureau previously created several Limited Term positions in its Digitization Team due to the increased workload and the requirement to respond to customer demands as efficiently as possible. The workload and revenues continue to grow and the bureau now anticipates retaining these positions on a permanent basis. The funding for these positions has already been included in the FY 2015-16 Requested Budget and 5-Year Financial Plan.

- 3.0Development Services Tech I
- 1.0Development Services Tech II

CBO Discussion and Recommendation

Recommended as requested. BDS requests to convert four limited term Development Services Technicians in its Digitization Team to permanent to address increased workload. These positions will be funded by permit revenues and fees. The cost of these positions are included in the current five-year financial plan.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_019 - Housing Inspectors – FY 2014-15 Budget Note

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	24,112	0	24,112
Contingency	(24,112)	0	(24,112)
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	0.33	0.00	0.33
TOTAL FTE	0.33	0.00	0.33

Bureau Description:

BDS's FY 2014-15 Adopted Budget contains a budget note that directs the City Budget Office to increase BDS's current appropriation level target by \$286,048 starting in FY 2015-16 in order to provide ongoing funding for Housing and Nuisance Inspection Services and the Extremely Distressed Property Enforcement Program. Currently 1.0 Sr. Housing Inspector FTE and 2.0 Housing Inspector FTE, which will be funded in FY 2015-16 and forward by ongoing General Fund monies, are supported by internal bureau resources.

In addition, during the Fall FY 2014-15 BMP, an error was made; a Sr. Housing Inspector position was approved by the Council as a regular position, but the funding was only one-time. BDS was asked by the City Budget Office to return in the Spring FY 2014-15 BMP and change the position from regular to limited term.

- +2.0 Housing Inspectors
- +1.0 Sr. Housing Inspector
- 1.0 Sr. Housing Inspector

CBO Discussion and Recommendation

Recommended as requested. The FTE amount on the report represents the equivalent FTE needed for the remaining of this fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_020 - Additional Positions Spring FY14-15 BMP

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	202,220	0	202,220
Internal Materials and Services	28,000	0	28,000
TOTAL EXPENDITURES	230,220	0	230,220
REVENUES			
Charges for Services	230,220	0	230,220
TOTAL REVENUES	230,220	0	230,220
FTE			
Full-Time Positions	2.25	0.00	2.25
TOTAL FTE	2.25	0.00	2.25

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_020 - Additional Positions Spring FY14-15 BMP

Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
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Bureau Description:

Since FY 2011-12, BDS has experienced increasing workloads as the national economy and the local construction industry have gradually recovered from the recession. The bureau has been adding back FTE that were cut during the recession in order to restore services and respond to the workload. Positions were added in FY 2011-12, FY 2012-13, FY 2013-14, and FY 2014-15.

However, the pace of construction has recently been accelerating, and it has become clear that several FTE are needed in frontline positions in order to meet demands for services and not hinder ongoing economic recovery in Portland. All positions are fee supported.

This request also makes an adjustment of \$28,000 to the interagency agreement with the City Fleet in order to add an appropriation for a new vehicle. New car is necessary to accommodate new inspector position. Approval of this request meets the requirements of Resolution 35960 requiring City Council approval of leases, upgrades to replacements, and new vehicle additions.

Staff Additions

BDS is requesting 13.5 FTE, including:

Plan Review and Permitting Services Division (6.0 FTE)

- 2.0 Geotechnical Engineer
- 2.0 Structural Engineer

The engineer positions in this request will be added to the Major Projects Group program (MPG). MPG was established to provide an enhanced customer service level for the development teams of large and complex projects, where the benefits of early and consistent staff interaction is key to project success. The ability to provide this level of service requires sufficient staffing to sustain the early assistance, ongoing customer/design team meetings, and plan review effort from the beginning of design to permit final. Over the past several years, there has been a gap between the promise of the program and the actual delivery of services. In addition, MPG anticipates receiving applications from 4 significant projects (up to 8 buildings) with a combined valuation of \$870 million in the next 12 months. These additional engineer positions are needed to provide services to existing and anticipated projects.

- 1.0 Structural Engineer
- 1.0 Development Services Supervisor II

These positions will address workload increases in the Process Management and Permitting Services work groups. Over the next 12 months the Process Management Team anticipates receiving 41 additional development projects with a combined valuation of \$455 million. To accommodate this additional large scale development work, I am requesting an additional Structural Engineer position to balance out workload and meet our service level goals for those projects that are taken in for review. The addition of staff positions in the Permitting Services Section over the last few years has reached a point where the manager's span of control exceeds what can reasonably be accommodated. Adding the Development Services Supervisor II position will address this issue and will provide needed resources to assist the section with the implementation of the Information Technology Advancement Project (ITAP) and related staff training needs.

Land Use Services Division (5.5 FTE)

- 1.0 City Planner II Land Use Specialty
- 1.0 Associate Planner

These additional positions are needed for the Land Division & Environmental Team to help with the high land division and final plat workload, the application of the new tree regulations on each of these applications, and Early Assistance Appointments. Adding these positions should improve turnaround times for completeness reviews for Type Ix Land Divisions.

- 1.0 Office Support Specialist II

An additional Office Support Specialist (OSS) II position is needed for the Records Management Team to support increased workload related to land use reviews, final plats, and permitting. The positions will also take on duties related to the Land Use Services webpages and land use notices that go to City Council hearings.

- 1.0 City Planner I Land Use Specialty

This position will help the Planning & Zoning Team address higher workload levels and free up senior planners to focus on higher-level work. This position will also help respond to an increased number of Early Assistance Appointments and to the added level of complexity brought by the new Citywide Tree Code.

- 0.5 FTE Planning Assistant for Planning and Zoning Team
- 0.5 FTE Planning Assistant for Design Review and Historic Resources Team
- 0.5 FTE Planning Assistant for Land Division & Environmental Team

These part-time permanent positions are being added to the Planning & Zoning Team, Design Review & Historic Resources Team, and Land Division and Environmental Team to help address workload issues. The positions will perform needed basic planner work for higher-level planners, and will provide opportunities for masters-level planning students to gain important real-world planning experience.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_020 - Additional Positions Spring FY14-15 BMP

Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
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Bureau Description:

Inspections Services Division (1.0 FTE)

•1.0 Senior Building Inspector (Commercial Inspections)

This position will assist with large high-rise projects that are currently under review by the bureau's Major Projects Group. Specifically, this position will cover technical high-rise projects in the central city, provide back-up coverage for another Sr. Building Inspector, and allow for the training of other Building Inspectors on high-rise projects. The position will also operate a pilot project for older or expired wireless facility commercial building permits.

Administrative Services Division and Director's Office (1.0 FTE)

•1.0 Senior Administrative Specialist

This position will help to support and coordinate the increased workload associated with the recruitment and onboarding of new employees as well provide ongoing support to the bureau timekeeper and personnel administrator.

CBO Discussion and Recommendation

Recommended as requested. BDS requests 13.5 positions to provide additional staffing to the Plan Review and Permitting Services Division (6.0 FTE), Land Use Services Division (5.5 FTE), Inspection Services Division (1.0 FTE), and Administrative Services Division (1.0 FTE). These positions will be funded by permit revenues and fees. The current five-year financial plan shows sufficient resources to absorb the above requested positions and workload measures over the last three years support the need for more staff. The FTE on the report represents the equivalent FTE needed for the remaining of this fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Development Services

Type: Technical Adjustment

Request: DS_021 - Campaign Finance Reimbursement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,754	0	2,754
TOTAL EXPENDITURES	2,754	0	2,754
REVENUES			
Fund Transfers - Revenue	2,754	0	2,754
TOTAL REVENUES	2,754	0	2,754

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Compensation Set Aside Request

Request: EC_005 - Compensation Set Aside Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	455,797	(60,000)	395,797
TOTAL EXPENDITURES	455,797	(60,000)	395,797
REVENUES			
Fund Transfers - Revenue	455,797	(60,000)	395,797
TOTAL REVENUES	455,797	(60,000)	395,797

Bureau Description:

This request asks for the Portland General Fund portion of the Compensation Set-Aside to be appropriated into the BOEC operating budget. The funds are needed for personnel costs identified during the budget process and expended during the year. In the FY 1415 adopted budget the Portland General Fund portion of the compensation set aside was not included in the BOEC submitted budget, and was held in a compensation set-aside account which could be requested in the Spring BuMP. The BOEC partner share of these anticipated costs was included in the adopted budget, to ensure the partners were aware of the estimated total costs to them during the fiscal year. The total compensation set aside is \$579,600; \$455,797 from Portland and \$123,803 from the BOEC Partners. This action requests the appropriation of the Portland share of \$455,797 to the BOEC budget. The personnel services series is projected to be 99% spent in FY 1415, including funds provided by this request. Vacancy savings that have occurred during the year are used for hiring new dispatch trainees and operations overtime costs.

CBO Discussion and Recommendation

BOEC's personnel services spending is projected to exceed currently budgeted amounts by year end, which, as in previous years, is largely driven by the bureau's use of overtime and premium pay. The bureau had spent 89% of budgeted overtime at the close of February, an amount that, unlike previous years, does not include holiday premium pay. The projection also accounts for compensatory time payouts that may still occur this fiscal year. Because the bureau also plans to utilize vacancy savings to fund 11 new trainees in an Academy held this spring, CBO agrees that personnel services costs are projected to be close to budgeted amounts and may need to utilize a portion of compensation set-aside to avoid an over expenditure.

BOEC has also requested to move \$60,000 from personnel services to the internal materials & services category to pay for projected overages in the BTS IA for server and support costs (see EC_008). However, per the Budget Monitoring Process Manual, CBO recommendations for Compensation Set-Aside incorporate the requesting bureau's cumulative budget adjustments throughout the year. The manual states that "compensation set-aside allocations for each bureau may be reduced by the amount of budget transfers out of personnel services".

CBO recommends the compensation set-aside request, less the \$60,000 the bureau has requested to transfer to internal materials & services in EC_008.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_006 - Adjust Fund Balance to Year End CAFR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	905,750	0	905,750
TOTAL EXPENDITURES	905,750	0	905,750
REVENUES			
Budgeted Beginning Fund Balance	905,750	0	905,750
TOTAL REVENUES	905,750	0	905,750

Bureau Description:

This action adjusts the estimated beginning fund balance to match the CAFR reported balance at June 30, 2014. The adjustment occurs so that the total will match the CAFR (Consolidated Annual Financial Report) balance of \$2,620,750. This fund balance is reduced during the fiscal year by Council approved actions, and the remaining amount is shown as contingency, which is also adjusted by this technical adjustment request. The CAFR is usually available in December/January and BOEC submits the adjustment in the next budget monitoring process.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_007 - Adjust Budget, FY 1314 Year End Partner Refunds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(214,282)	0	(214,282)
TOTAL EXPENDITURES	(214,282)	0	(214,282)
REVENUES			
Intergovernmental Revenues	(214,282)	0	(214,282)
TOTAL REVENUES	(214,282)	0	(214,282)

Bureau Description:

Each year after the CAFR is received, BOEC reviews actual operating revenues to actual operating expenditures for the prior fiscal year. This review normally results in a surplus of revenues over expenses and a refund amount. The refund amount is processed from BOEC through OMF, following City approval processes, and refunds are processed to the partners. The refunds were issued to the partners in March 2015, this request adjusts the budget for the refund amount of \$214,282.

CBO Discussion and Recommendation

This request returns partner jurisdictions' portions of BOEC's FY 2013-14 underspending, similar to the transfer of underspending that has occurred in prior years. As the refund has already been processed, this adjustment is recommended as requested. CBO notes, however, that despite its request to retain Portland's share of operating surplus (EC_011), the bureau did not make the same request of partner jurisdictions – despite that most projects identified for the use of the funding would benefit all partners. In future years, BOEC might consider requesting to utilize surplus operating funds for needs such as the replacement of operations workstations.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_008 - Realignment of BOEC Funds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(60,000)	0	(60,000)
Internal Materials and Services	60,000	0	60,000
Fund Transfers - Expense	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request shifts funding within the BOEC budget to cover a small level of projected costs over the adopted budget within the BTS IA for server and support costs. Transfer is from the personnel services area (vacancy savings) to the BTS IA.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_009 - BOEC Portland FY 1314 Surplus to General Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	411,745	0	411,745
Contingency	(411,745)	0	(411,745)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Each year after the CAFR is received, BOEC reviews actual operating revenues to actual operating expenditures for the prior fiscal year. This review normally results in a surplus of revenues over expenses and a refund amount. The request pertains to the Portland share of the FY 1314 operating refund, \$411,745, and if accepted by Council would return the funding to the General Fund.

CBO Discussion and Recommendation

This package is recommended as requested.

Each year, the Emergency Communication Fund transfers resources to the General Fund as a result of prior year underspending. Unlike General Fund bureaus, where underspending falls to balance at the end of the year; for non-General Fund bureaus, unspent General Fund resources are transferred back based on prior year actual spending. In FY 2013-14, BOEC spent \$411,745 less than required from its General Fund discretionary appropriation.

BOEC's budget is primarily composed of resources from the General Fund, as the City of Portland contributes a majority of bureau operations costs. This approach is in accordance with a population-based shared cost formula. The bureau's other major resources accounted in the Emergency Communication Fund include intergovernmental revenues from partner jurisdictions and payments from the State 9-1-1 tax.

CBO recommends the transfer of FY 2013-14 underspending to the General Fund in the full amount of \$411,745, and does not recommend the bureau's corresponding request to retain underspending (EC_011) for the purposes of future potential projects. As project requirements become known at a future date, BOEC may develop a package to cover required expenditures. See EC_011 for further discussion.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_010 - Recognize Additional Misc Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	96,071	0	96,071
TOTAL EXPENDITURES	96,071	0	96,071
REVENUES			
Charges for Services	79,054	0	79,054
Miscellaneous	17,017	0	17,017
TOTAL REVENUES	96,071	0	96,071

Bureau Description:

Additional misc revenue is projected to be received above the adopted budget level due to increases in the revenue from the Portland Dispatch Center Consortium related to cost share support for the CAD to CAD system, reimbursement from the State of Oregon for GIS work, and reimbursement from AFSCME Local 189 for reimbursement of union leave time. Alos, a third party recovery was received for \$17k reimbursement from the State of Oregon related to the EAIP (Employee at Injury Program).

CBO Discussion and Recommendation

This package is recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: New Request

Request: EC_011 - BOEC Retain Portland FY 1314 Operating Surplus

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	411,745	(411,745)	0
TOTAL EXPENDITURES	411,745	(411,745)	0
REVENUES			
Fund Transfers - Revenue	411,745	(411,745)	0
TOTAL REVENUES	411,745	(411,745)	0

Bureau Description:

BOEC asks that Council accept this request, and allow the refund to be retained by BOEC as contingency. Several technology advancement areas are on the horizon and BOEC requests these funds be retained to contribute to funding projects such as 3-1-1 development, cell phone text to 9-1-1, video over phone to 9-1-1 and other Next Gen 9-1-1 projects. These project areas were mentioned at the recent Council worksession on the FY1516 budget.

CBO Discussion and Recommendation

CBO does not recommend this request.

Each year, the Emergency Communication Fund transfers resources to the General Fund due to prior year underspending. Unlike General Fund bureaus, where underspending falls to balance at the end of the year; for non-General Fund bureaus, unspent General Fund resources are transferred back based upon prior year actual spending. In FY 2013-14, the BOEC spent \$411,745 less than required from its General Fund discretionary appropriation.

BOEC's budget is primarily composed of resources from the General Fund, as the City of Portland contributes a majority of bureau operations costs. This approach is in accordance with a population-based shared cost formula. The bureau's other major resources accounted in the Emergency Communication Fund include intergovernmental revenues from partner jurisdictions and payments from the State 9-1-1 tax.

CBO recommends the transfer of FY 2013-14 underspending to the General Fund in the full amount of \$411,745, and does not recommend the bureau's corresponding request to retain underspending (EC_011) for the purposes of future potential projects. The bureau asks that the funds be retained to contribute to potential future needs such as 3-1-1 system development, and Next Gen projects that will enable the system to communicate via text and/or video. Regarding potential 3-1-1 projects, CBO recommends that further activity to develop a 3-1-1 system should be undertaken only when Council has fully deliberated, accepted, and allocated funding to implement the system.

Regarding Next Gen projects, in accordance with standard budgeting practice, CBO suggests that as these project requirements become known at a future date, BOEC may develop a package to request required expenditures. CBO also notes that Next Gen upgrades will benefit all BOEC partner jurisdictions, and as such, the bureau may consider funding future Next Gen projects according to the BOEC shared cost formula. In the FY 2015-16 budget, City of Portland will be assigned 78.37% of operating costs, with partner jurisdictions responsible for the remainder (21.63%).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_012 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	1,166	0	1,166
TOTAL EXPENDITURES	1,166	0	1,166
REVENUES			
Fund Transfers - Revenue	1,166	0	1,166
TOTAL REVENUES	1,166	0	1,166

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Emergency Management

Type: Program Carryover Request

Request: EM_009 - Community Preparedness Survey- carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(80,000)	0	(80,000)
TOTAL EXPENDITURES	(80,000)	0	(80,000)
REVENUES			
General Fund Discretionary	(80,000)	0	(80,000)
TOTAL REVENUES	(80,000)	0	(80,000)

Bureau Description:

Carryover request would fund a comprehensive survey of Portland residents regarding their individual and household preparedness - \$80,000. Currently the Annual Community Survey contains just one question on emergency preparedness (how many days worth of supplies people have on hand to take care of their household) however, the information is limited and does not provide sufficient data to inform community resilience efforts. PBEM would like to fund a community survey, including over-sampling communities of color, so that we may have reliable baseline data and measure the effectiveness of citywide key performance measures related to emergency preparedness. As part of this project PBEM would like to use the information from the survey to develop a public messaging campaign that advances PBEM's community resilience goals.

CBO Discussion and Recommendation

Recommended as requested. PBEM requests to conduct a community survey of residents to gain additional information on the community's resiliency status, and to assist with determining where additional resources could support increasing community preparations for emergency response. PBEM has never conducted a survey of this type and the bureau has begun the process to secure a vendor for conducting this survey. Carryover funds are requested because it is not likely that the purchase order could be executed by June 30, 2015. The funding resource is current year underspending in external materials and services as PBEM received grant awards that pay for some of the costs of the bureau's operations.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Emergency Management

Type: Program Carryover Request

Request: EM_010 - Community Emergency Notification Syst. carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(33,000)	0	(33,000)
TOTAL EXPENDITURES	(33,000)	0	(33,000)
REVENUES			
General Fund Discretionary	(33,000)	0	(33,000)
TOTAL REVENUES	(33,000)	0	(33,000)

Bureau Description:

Carryover request is to ensure continuation of the existing CENS system while we work with the new vendor to conduct acceptance testing and final cutover - \$33,000

CBO Discussion and Recommendation

Recommended as requested. This request will ensure the continuity of operations for the City's current Community Emergency Notification System (CENS) by providing resources to keep the existing system operational during the cutover period when the new system is scheduled to go live in early FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Emergency Management

Type: Program Carryover Request

Request: EM_011 - Building Resilient Communities - Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(25,000)	0	(25,000)
TOTAL EXPENDITURES	(25,000)	0	(25,000)
REVENUES			
General Fund Discretionary	(25,000)	0	(25,000)
TOTAL REVENUES	(25,000)	0	(25,000)

Bureau Description:

The Citywide Natural Hazard Mitigation Plan (NHMP) is a strategy to reduce the city's exposure to natural hazard risk by systematically identifying vulnerabilities and working to reduce them over time with focused capital investments. Projects identified in the NHMP are eligible for FEMA mitigation grants. This year PBEM received a FEMA grant to update the NHMP. We have completed the RFP process to identify a plan consultant, and are currently negotiating the contract. We expect to begin work in April.

PBEM has committed to completing the NHMP using an equity lens. Historically disadvantaged communities tend to suffer disproportionately from natural disasters, so this frame is especially important to the NHMP.

This carryover request is for expanded outreach to historically disadvantaged communities during the NHMP update. Funds will be used to sponsor planning activities such as community workshops and open houses in targeted communities, to pay representatives of community organizations in our areas of focus to participate in the steering committee (similar to Community Engagement Liaison program).

CBO Discussion and Recommendation

Recommended as requested. The update to the Natural Hazard Mitigation Plan (NHMP) is currently underway. This project is currently funded with grant and general fund resources. Through the development of the RFP for the vendor to complete the NHMP, the project scope was increased to include a focus on social equity in the development of the new NHMP. It is anticipated that the contractor will be onboard in May of 2015, however the funds for this added body of work are not likely to be encumbered by fiscal year end. Approval of this request will allow for the bureau to continue the expanded scope of the NHMP.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Emergency Management

Type: Technical Adjustment

Request: EM_012 - FY 2014 Urban Areas Security Initiative Grant

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(97,282)	0	(97,282)
External Materials and Services	(421,567)	0	(421,567)
TOTAL EXPENDITURES	(518,849)	0	(518,849)
REVENUES			
Intergovernmental Revenues	(518,849)	0	(518,849)
TOTAL REVENUES	(518,849)	0	(518,849)

Bureau Description:

Urban Areas Security Initiative Grant 2014 (UASI) - Reduce PBEM's grant appropriation in the current fiscal year and request carryover to FY 2014-15 to complete regional spending plans.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Emergency Management

Type: Technical Adjustment

Request: EM_013 - FY 2013 Pre-Disaster Mitigation Grant

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(105,982)	0	(105,982)
External Materials and Services	(146,000)	0	(146,000)
Internal Materials and Services	1,000	0	1,000
TOTAL EXPENDITURES	(250,982)	0	(250,982)
REVENUES			
Intergovernmental Revenues	(250,982)	0	(250,982)
TOTAL REVENUES	(250,982)	0	(250,982)

Bureau Description:

Pre-Disaster Mitigation Grant (PDM-13) - Reduce PBEM's grant appropriation in the current fiscal year and request carryover to FY 2015-16 to complete the Natural Hazard Mitigation Plan update.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Emergency Management

Type: Technical Adjustment

Request: EM_015 - RDPO Local Cost Share from Regional Partners

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	136,820	0	136,820
External Materials and Services	23,167	0	23,167
TOTAL EXPENDITURES	159,987	0	159,987
REVENUES			
Intergovernmental Revenues	159,987	0	159,987
TOTAL REVENUES	159,987	0	159,987

Bureau Description:

Regional Disaster Preparedness Organization (RDPO) Local Cost Share - This request is to receive the planned revenue (\$136,820 in the General Fund) from local RDPO participating members for FY 2013-14 to support the Senior Program Manager position. PBEM requests to convert the RDPO Senior Program Manager position from Limited Term to Regular.

CBO Discussion and Recommendation

Recommended as requested. This request will increase revenues from the partner jurisdictions in support of the Regional Disaster Preparedness Organization (RDPO) which consists of several partner governments operating as a public-private-non-profit organization focused on disaster preparedness in the region. RDPO was previously funded through federal grant resources, which were discontinued in 2014. In order to continue the services provided through this partnership, a local cost sharing agreement was created and formalized in FY 2014-15. This request recognizes the resources that the partner jurisdictions will contribute to the City and match the ongoing resources approved in PBEM's FY 2014-15 Budget.

The Spring BMP request will convert a limited term Sr. Program Manager to a regular FTE, supported by the intergovernmental revenues and the general fund discretionary resources included in the bureau's current service budget. CBO recommends the conversion of this position.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: New Request

Request: ES_008 - Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	15,024	0	15,024
External Materials and Services	(88,649)	0	(88,649)
Internal Materials and Services	3,500	0	3,500
Capital Outlay	251,356	0	251,356
Contingency	4,536	0	4,536
TOTAL EXPENDITURES	185,767	0	185,767
REVENUES			
Intergovernmental Revenues	185,767	0	185,767
TOTAL REVENUES	185,767	0	185,767

Bureau Description:

The following adjustments to Grants totaling \$185,767 are required by project managers. The CIP grant adjustments total \$372,232 and the Operating grant adjustments total <\$186,465>.

\$24,383 EPA Innovative Wet Weather Program (ES000000)

This grant relies on partners willing to construct unique stormwater features on their properties. This grant ended December 31, 2014 and is currently undergoing final closeout and procurement audit by the Environmental Protection Agency (EPA). This adjustment trues up grant fund allocations with final expenses. Grant funds were increased to offset capital construction costs for SE 9th and Sandy Green Street (E10179) and grant funds were reduced for a PSU (sub-award) stormwater project due to scheduling delays. The grant was expended in its entirety.

<\$154,716> EPA Brownfields: Petroleum & Hazardous Waste Assessments (ES000036)

This grant relies on partners willing to undergo brownfield assessments on their properties. This grant ended December 31, 2014 and is currently undergoing final closeout. This adjustment trues up grant fund allocations with final expenses. The grant was expended in its entirety.

\$200,000 DEQ Lower Slough Refugia (ES000044)

This Watershed Investment Program (E08782) project schedule was accelerated and additional capital outlay was required to complete large wood installation at the Lower Slough Refugia.

\$116,100 PBOT's Milwaukie Light Rail (TR000094)

BES charges directly to this PBOT grant. Additional personal services, interagency and miscellaneous services are required.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: New Request

Request: ES_009 - Operating Program Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	487,057	0	487,057
Internal Materials and Services	305,993	0	305,993
Capital Outlay	(95,400)	0	(95,400)
Contingency	(697,650)	0	(697,650)
TOTAL EXPENDITURES	0	0	0

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: New Request

Request: ES_009 - Operating Program Adjustments

Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
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Bureau Description:

Business Services

\$300,000 for an increase in the interagency with Facilities for operations and maintenance on Terminal One repairs. The bureau will get reimbursed for this expense when the sale of T-1 occurs in FY 2015-16. Resources are from contingency.

\$67,650 for E-Builder licenses and support that cannot be capitalized. The E-Builder software project is to replace PIPER, the CIP project tracking system of the bureau. Resources are from contingency.

\$8,000 for unanticipated costs related to design/American Disabilities Act modifications for the Portland Loo sold to San Diego. This sale was in process in the last part of FY 2013-14. Resources are from contingency.

\$8,000 for utilities that are running higher than expected due to a lower budget figured on data that included prior year credits. Resources are from contingency.

\$40,000 in unanticipated costs related to surplus property sale. The bureau will recognize income from the sale in FY 2015-16. Expenses included well removal and surveys of the Pope (in NW Portland used for CSO staging) and Swan Island properties. Resources are from contingency.

\$30,000 for storage fees for furniture and equipment. Furniture and equipment is from other facility offices (such as the CSO office at the Opera Building). Due to more stringent guidelines on reselling surplus city furniture and equipment, it results in offsite fees to store the items. It is very difficult to rid of office furniture within the city processes. The bureau looks to the stored items for use by other staff if possible. Resources are from contingency.

\$35,000 for temporary services for front desk of the bureau in the Portland Building. A FTE was requested in the FY 2015-16 budget. Resources are from contingency.

\$50,000 for the final year of a contract to get a (NFA) No Further Action from DEQ. This is consulting related to the Swan Island property sale. This effort is budgeted in the Environmental Remediation Fund. Resources are from contingency.

\$19,000 for bond sale and facilitation services for the Bureau's Budget Advisory Committee. Resources are from contingency.

Director's Office

\$60,000 for attorney fees related to investigations into the Columbia Building. Resources are from contingency.

Engineering Services

\$80,000 for visa processing fees incurred when the bureau takes a credit card payment for development fees. Five years ago the fees were less than \$25,000; in this year and last the fees are about \$100,000. This same adjustment was made for the FY 2015-16 budget. Resources are from contingency.

Pollution Prevention

\$89,000 shift of capital outlay funds to external materials and services. This is a technical adjustment as purchases for HYDRA equipment are booked to materials and services since the value of individual pieces were under \$5,000.

Watershed Services

\$5,993 for services from Parks' Urban Forestry to input data in TRACS on trees planted. This is a Parks requirement. Resources are from internal watershed sources.

Wastewater Services

\$6,400 to reflect the purchase of equipment that was budgeted in capital outlay. The equipment was able to be purchased with an unexpected discount, bringing the cost down to less than \$5,000 so it was charged to minor equipment and tools. This is a technical adjustment. Resources are from capital outlay.

\$250,000 from Sewer Inspection and Cleaning to Sewer Repair (\$220,000) and Stormwater Repair (\$30,000). Additional resources are needed to address priority sewer repairs so overtime (at PBOT-MO) is being reallocated.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: New Request

Request: ES_009 - Operating Program Adjustments

Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
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CBO Discussion and Recommendation

Recommended as requested. This request represents a total draw on contingency of \$647,650 from the Sewer System Operating Fund and \$50,000 from the Environmental Remediation Fund. The items above are a comprehensive list of changes. Most notable among the changes to the operating fund include:

- \$300,000 increase in the interagency with OMF-Facilities for repairs at Terminal One to prepare it for sale; these costs were not anticipated and reduce the anticipated net revenues for the sale. The sale is anticipated to occur in FY 2015-16. The interim use at the site is generating additional resources pending the final sale (ES_010)

- \$121,000 in additional facilities costs associated with various items including backfilling a reduction to front-desk staffing with contracted staff (note that a position has been requested as part of the FY 2015-16 budget), storage fees for furniture and equipment from surplus property, and well-removal costs related to preparing surplus property for sale. Regarding the front desk staffing, an ongoing position has been requested as part of the FY 2015-16 budget. With regard to the costs for disposing of property, those costs were not anticipated and will reduce the net revenues for the sale. The sale is anticipated to occur in FY 2015-16. As with Terminal One, the site is generating interim revenue pending the final sale.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: New Request

Request: ES_010 - New Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	150,376	0	150,376
Contingency	229,914	0	229,914
TOTAL EXPENDITURES	380,290	0	380,290
REVENUES			
Charges for Services	246,000	0	246,000
Interagency Revenue	75,500	0	75,500
Fund Transfers - Revenue	0	0	0
Miscellaneous	58,790	0	58,790
TOTAL REVENUES	380,290	0	380,290

Bureau Description:

In all cases with the revenue interagencies, if BES personnel costs were included, those amounts were returned to contingency, as BES personnel are already budgeted.

Business Services

\$196,000 revenue in Business Services for lease income from UPS at the Swan Island property. UPS started leasing in October and will be leasing it month to month until it is sold in about a year. Lease per month is about \$21,000 – 9 months = \$196,000. Balance in contingency.

\$50,000 revenue in Business services for lease income from Sulzer Pumps USA, Inc. for a portion of the Terminal One property. Sulzer Pumps will lease T-1 property on a month to month lease it is sold, that may be by calendar year's end. Revenue is computed on 8 months of rental. Balance in contingency.

\$83,790 revenue in Business Services to recognize the sale of one Portland Loo. Two loo sales from Salt Lake City have been realized with one budgeted for FY 2014-15. Additionally, budget for the expense of building both loos (\$142,376) are in this request package as this revenue will assist in offsetting the cost and this program within BES is sunsetting. Net balance in contingency of <\$58,586>.

Engineering Services

\$10,000 revenue from BTS for miscellaneous services from Engineering Systems Development to relocate telecomm networks impacted by the Sewer Extension Program. Balance in contingency.

\$7,500 revenue from the Bureau of Transportation for Outer Powell Transportation Safety Project. Balance in contingency.

\$50,000 revenue from the Water Bureau for materials testing services for Kelly Butte Reservoir. Balance in contingency.

Watershed Services

\$100,000 revenue of General Fund pass-through funding to contribute to the construction of a new building for Zenger Farms. Resources are from a cash transfer from the General Fund.

\$8,000 revenue in interagency revenue from Development Services for cost sharing on CRS (Community Rating System) Reverification, which is the regulatory update to maintain participation in CRS program, bringing lower flood insurance rates and data for land and water management. Resources are from Bureaus of Development Services.

Wastewater Services

<\$25,000> revenue reduction in Wastewater received from Methane sales to Malarkey Roofing. Balance in contingency.

CBO Discussion and Recommendation

Recommended as requested. Originally included in this package was a cash transfer from the General Fund supporting a special appropriation to Zenger Farms. This increase is a technical adjustment that moves the special appropriation approved in the Fall Supplemental from the Special Appropriations budget to the BES operating budget. For reporting reasons, that portion of the request was moved to a separate item (ES_016).

Increased revenue to the Sewer System Operating Fund totals \$380,290, partly supporting new costs (\$150,376) and partly offsetting currently budgeted rate-funded spending (\$229,914).

The bulk of the increased revenue (\$246,000) is related to interim uses on properties subject to disposition in FY 2015-16. See ES_009 for increased costs associated with the preparation of those properties for sale.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: Technical Adjustment

Request: ES_011 - Capital Improvement Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,500,000	0	2,500,000
Internal Materials and Services	450,000	0	450,000
Capital Outlay	(2,950,000)	0	(2,950,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

\$1,950,000 of adjustments to provide budget for line items that may be overspent or not budgeted. These adjustments move Capital Outlay resources to External and Internal Materials and Services. The adjustments and projects are:

\$450,000 facility services for Terminal One project management.

\$1,000,000 repair and maintenance supplies for Columbia Blvd and Tryon Creek Wastewater Treatment Plant projects.

\$1,500,000 miscellaneous services for rehab projects.

Appropriations are within the Maintenance and Reliability CIP Program and the Sewage Treatment CIP Program.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: Compensation Set Aside Request

Request: ES_012 - Personnel Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,749,647	0	1,749,647
Internal Materials and Services	31,551	0	31,551
Contingency	(1,781,198)	0	(1,781,198)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

\$1,500,000 of Cost of Living Adjustments (COLA) within the Sewer Operating Fund is requested from contingency to assure compliance with local budget law. The COLA was 2.7% on July 1, 2014.

\$85,000 of personal services increase for Cost of Living Adjustments (COLA), higher than planned benefits (\$28,000) and discrete adjustments reflecting staff from the Sewer Operating Fund charging to the Environmental Remediation Fund for unbudgeted facility work related to Guilds Lake and Portland Harbor remediation project management (\$57,000). The COLA was 2.7% on July 1, 2014. Resources are from contingency.

\$164,647 of personal services increases for (1) \$119,161 realignment between the Director's Office and Business Services for interim staffing, and (2) \$164,647 reflecting a severance payout within the Director's Office. Resources are from contingency.

\$31,551 interagency with the Bureau of Human Resources for the extension of benefits for four ex-Environmental Services employees (targeted severance). Resources are from contingency.

CBO Discussion and Recommendation

Recommended as requested. The \$1.5 million COLA request is within the expected amount and ties to CBO's projections of Personnel Services costs through the end of the fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: Technical Adjustment

Request: ES_013 - Internal Budget Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Capital Outlay	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The following adjustments have been included in the Spring BMP but are only technical shifts of budget that needs no council action.

Watershed Services

\$186,935 shift from miscellaneous services to non-capital improvement for the final ecoroof incentive payments on outstanding contracts.

\$64,700 shift from professional services to miscellaneous services for Columbia Slough Watershed accelerated sediment data analysis and reporting.

\$10,000 shift from Watershed professional services to Johnson Creek professional services for CRS (Community Rating System) program land title verification.

\$21,000 shift from professional services to miscellaneous services from the general watershed division to Science, Fish and Wildlife for USGS CLOMR (Conditional Letter of Map Revision) and OSU Genetics contracts.

\$35,172 internal adjustment within Science, Fish and Wildlife to reflect use of public professionals.

\$26,000 internal adjustment within Watershed administration to separate acquisition costs from other PTE billings.

Wastewater Services

\$225,000 from miscellaneous services to operating supplies for increased use of hypochlorite. Troubles with implementation of secondary process improvements caused a six-week upset to the treatment process resulting in additional chemical usage. Have also had some hits of bad 'stuff' coming into the plant resulting in increased use of hypo. Resources are from the biosolids program and have been freed up due to unexpected decrease in fuel costs (to 2008 levels) and cancellation of over 80 trucks.

\$145,000 from repair and maintenance services (primarily from the Collection System Program) to repair and maintenance supplies (Treatment Program) as more maintenance repairs are needed. Collection System Program is experiencing less than expected repairs to the Operating budget, which frees up resources.

\$16,000 from overtime within the Treatment Program to more effectively realign resources within that program and the Collection System Program.

Pollution Prevention

\$25,000 from professional services to miscellaneous services for the MS4 permit renewal. This will be a cost share with the Port of Portland.

\$100,000 from personal services and external materials into another functional area. Same fund (Environmental Remediation), cost center and accounts. This corrects a budgeting error in the FY 2014-15 Fall BMP.

Engineering Services

\$47,509 from System Development Program to CIP Program to correct a budgeting error (negative appropriation) in the FY 2014-15 Fall BMP.

CBO Discussion and Recommendation

Recommended as requested. The items described by the bureau above are a comprehensive list of changes.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: New Request

Request: ES_014 - Fund Transfers

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	1,450,000	0	1,450,000
Bond Expenses	150,930	0	150,930
Fund Transfers - Expense	7,598,043	0	7,598,043
Contingency	6,149,070	0	6,149,070
TOTAL EXPENDITURES	15,348,043	0	15,348,043
REVENUES			
Charges for Services	6,300,000	0	6,300,000
Intergovernmental Revenues	1,450,000	0	1,450,000
Fund Transfers - Revenue	7,598,043	0	7,598,043
TOTAL REVENUES	15,348,043	0	15,348,043

Bureau Description:

Sewer Operating Fund -

Recognize \$1,450,000 of revenue from the Oregon Department of Transportation as reimbursement on the I-5/SW 26th Water Quality Facility (WQF) project that was moved from CIP to Operating.

Sewer Operating Fund, SDC Sewer System Operating Subfund and Debt Redemption Fund -
Sewer Operating Fund, System Development Charges (SDCs) to Debt Service

This adjustment recognizes \$300,000 of additional residential SDCs and \$6,000,000 of additional commercial SDCs in the SDC Sewer System Operating Subfund of 600001 and appropriates it to fund debt service payments within the Debt Redemption Fund (609000), as proscribed under ORS 227.307. Conversely, the transfer from the Sewer Operating Fund (600000) is reduced by \$6,300,000 to reflect the reduction of rate cash to fund the debt service payments.

Sewer Operating Fund and Debt Redemption Fund -
Sewer Operating Fund to Debt Service

This \$150,930 adjustment reflects paying off a state loan for Brookside Wetlands three years early for interest savings of \$15,643. The debt service is \$150,930 with funding coming from contingency.

Sewer Operating Fund to Debt Service

This \$2,447,113 adjustment reflects cash contributed to the Refund of 2004A bonds for non-budgetary interest payment, but the transfer of cash requires appropriation within SAP. This is a correction of the Fall BMP, where adjustments were made for the August bond sale but which did not include this piece. Resources are from Sewer Operating Fund contingency and are placed into Debt Service Reserves in the Debt Redemption Fund.

Sewer Operating Fund and Rate Stabilization Fund -
Rate Stabilization Fund to Sewer Operating Fund

Remove <\$4,000,000> of appropriation from the Rate Stabilization Fund to the Sewer Operating Fund. This appropriation is not needed as an infusion of cash to meet bond coverage. Funds are returned to Rate Stabilization Fund contingency.

Sewer Operating Fund to Rate Stabilization Fund

Increase transfers to the Rate Stabilization Fund from Sewer Operating by an additional \$9,000,000 and place in contingency to smooth and reduce future rate increases.

CBO Discussion and Recommendation

Recommended as requested. CBO and BES have been projecting strong SDC and rate revenues throughout the fiscal year. Several of the fund transfer adjustments in this request address those projections above budget. These include the \$9.0 million transfer from the Sewer System Operating Fund and the \$4.0 million savings in the rate stabilization fund for the reduction in the transfer to the operating fund (that transfer is unnecessary in light of the improved revenue projections). These result in an increase to the Sewer System Rate Stabilization fund balance of \$13 million, bringing the estimated balance to over \$43.1 million. This is over \$11.2 million higher than the assumption used to build the FY 2015-16 Requested Budget.

The impact of this request to the Sewer System Operating Fund contingency is <\$9.3 million>. This is the net of the increase associated with increased SDC collections (\$6.3 million), the net changes to the rate stabilization fund described above (<\$13 million>), and the transfer to the Sewer System Debt Redemption Fund for the cash portion of the August 2014 refunding of the 2004A series (<\$2.4 million>) and the Brookside Wetlands payoff (\$0.2 million).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: Technical Adjustment

Request: ES_015 - Innovation Fund: BES

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	35,000	0	35,000
TOTAL EXPENDITURES	35,000	0	35,000
REVENUES			
Fund Transfers - Revenue	35,000	0	35,000
TOTAL REVENUES	35,000	0	35,000

Bureau Description:

Pollution Prevention

\$35,000 revenue from the General Fund for two Innovation Fund Micro-Grants:

\$15,000 Cut Through the FOG (Fats, Oils and Grease) Grease Trap Cleaning Coupons

This proposal focuses on food service establishments with requirements for grease trap maintenance and reporting. Many small businesses are "self-cleaners" who, while trying to save money, are unable to keep up with the cleaning, miss regulatory reporting and also frequently suffer from grease related backups. There are vendors who participate in the regional Preferred Pumper Program who provide not only high quality maintenance of these facilities but also the required regulatory reporting. The proposed strategy uses the grant funds to pay for grease cleaning coupons for these food service establishments to be redeemed for one preferred pumper cleaning. The Preferred Pumper vendor properly cleans the facility, observes and notes the condition and provides the report to the City. It also aids in coordinating the City inspection. Finally, the coupon covers the cost of a grease trap cleaning, usually between \$80 and \$120 per event, something of value to the food service establishment.

\$20,000 Multilingual Videos for Food Service Best Management.

As part of the 'Cut Through the FOG' program, BES staff provide a significant amount of outreach to the owners and operators of food service establishments (FSE). When English is not the primary language in a FSE, it has, at times, been difficult to convey technical information about the program and provide demonstrations of appropriate techniques in the management of FOG. In the past, BES has used brochures and other written material which has had little review by the recipients. This proposal will allow BES to produce multilingual videos for the owners, staff and landlords of food service establishments. The videos will be used by staff during visits to these businesses and may also be accessed through the Cut the FOG webpage. The City and the FSEs benefit from a more equitable approach to outreach and education and the use of more effective tools to explain best management practices and obtain compliance.

CBO Discussion and Recommendation

Recommended as requested. The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: Technical Adjustment

Request: ES_016 - Zenger Farms Transfer from Spec Approp

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	100,000	0	100,000
TOTAL EXPENDITURES	100,000	0	100,000
REVENUES			
Fund Transfers - Revenue	100,000	0	100,000
TOTAL REVENUES	100,000	0	100,000

Bureau Description:

This request created by CBO to separate out the Zenger Farms transfer from ES_010. This change was necessary for technical reporting purposes.

CBO Discussion and Recommendation

Recommended as requested. This item was funded in the Special Appropriations budget. It was subsequently determined that BES would manage the funds. This request transfers funds from the General Fund to the Sewer System Operating Fund. A separate request has been made to reduce an equivalent amount from the Special Appropriations budget, resulting in a net-zero change.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Environmental Services

Type: Technical Adjustment

Request: ES_017 - Campaign Finance Reimbursement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	16,954	0	16,954
TOTAL EXPENDITURES	16,954	0	16,954
REVENUES			
Fund Transfers - Revenue	16,954	0	16,954
TOTAL REVENUES	16,954	0	16,954

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Mid-Year Reductions

Request: FM_009 - Recognize BOEC Underspending from FY 2013-14

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Fund Transfers - Revenue	411,745	0	411,745
General Fund Discretionary	(411,745)	0	(411,745)
TOTAL REVENUES	0	0	0

Bureau Description:

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
 FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Mid-Year Reductions

Request: FM_010 - Recognize Jasmine Block Project Savings (PBOT)

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Fund Transfers - Revenue	230,000	0	230,000
General Fund Discretionary	(230,000)	0	(230,000)
TOTAL REVENUES	0	0	0

Bureau Description:

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Technical Adjustment

Request: FM_011 - Allocate Contingency to Parks - Ord 186921

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(98,000)	68,000	(30,000)
TOTAL EXPENDITURES	(98,000)	68,000	(30,000)
REVENUES			
General Fund Discretionary	(98,000)	68,000	(30,000)
TOTAL REVENUES	(98,000)	68,000	(30,000)

Bureau Description:

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Technical Adjustment

Request: FM_012 - Transfer Portland Harbor funding to CityAttorney

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Bond Expenses	(262,500)	0	(262,500)
TOTAL EXPENDITURES	(262,500)	0	(262,500)
REVENUES			
General Fund Discretionary	(262,500)	0	(262,500)
TOTAL REVENUES	(262,500)	0	(262,500)

Bureau Description:

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Technical Adjustment

Request: FM_013 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Miscellaneous	51,807	0	51,807
General Fund Discretionary	(51,807)	0	(51,807)
TOTAL REVENUES	0	0	0

Bureau Description:

Recognizes revenues related to a Campaign Finance Fund refund check. The revenues were deposited into the General Fund upon receipt. This request allocates the revenues to those funds that paid into the Campaign Finance Fund during its existence.

CBO Discussion and Recommendation

Recommend as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Mid-Year Reductions

Request: FM_014 - Recognize Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	139	0	139
TOTAL EXPENDITURES	139	0	139
REVENUES			
Miscellaneous	24,658	0	24,658
General Fund Discretionary	(24,519)	0	(24,519)
TOTAL REVENUES	139	0	139

Bureau Description:

Recognizes revenues related to a Campaign Finance Fund refund check. The revenues were deposited into the General Fund upon receipt. Request FM_013 allocates the revenues to those funds that paid into the Campaign Finance Fund during its existence. This request recognizes the savings to the General Fund that can be reallocated for other purposes.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Technical Adjustment

Request: FM_016 - Xfer to Special Approps - Blue Ribbon ord 186924

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(10,128)	0	(10,128)
TOTAL EXPENDITURES	(10,128)	0	(10,128)
REVENUES			
General Fund Discretionary	(10,128)	0	(10,128)
TOTAL REVENUES	(10,128)	0	(10,128)

Bureau Description:

This item is added pursuant to ordinance 186924, passed December 10, 2014. This ordinance directed the City Budget Office to appropriate additional contract funds to Special Appropriations in the Spring BMP.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Compensation Set Aside Request

Request: FR_016 - Compensation Set-aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	2,470,000	0	2,470,000
TOTAL EXPENDITURES	2,470,000	0	2,470,000
REVENUES			
General Fund Discretionary	2,470,000	0	2,470,000
TOTAL REVENUES	2,470,000	0	2,470,000

Bureau Description:

This request is for the \$2,470,000 allocated to PF&R, but currently budget in the General Fund compensation set-aside. These funds are necessary to cover the projected year-end personnel services expenditures, more specifically the cost of the COLA increase given July 1, 2014, and the increased health benefit costs. These funds are not in PF&R's adopted budget, but were instead placed in the General Fund Compensation Set-Aside.

CBO Discussion and Recommendation

CBO recommends this as requested. The request is for the bureau's total amount of compensation set-aside to ensure the bureau will not overspend the Personnel Services budget. In addition to the expenses associated with the approved COLA and benefits increases, the bureau has utilized greater than historical amounts of overtime spending through the first six months of the year. At the end of AP 8, the overtime budget of \$8.3 million was 100% spent. The leading factor in overtime use through this time period is the lack of available firefighters designated in the bureau's Travelers Pool. Without resources to cover shift minimums, the bureau relies upon overtime staffing at a greater cost than regular straight time coverage would allow. Vacancy savings cover some of the expense associated with the increased use of overtime. The bureau recently graduated a class from the firefighter academy which provides for additional resources into the Travelers Pool, lessening the reliance on overtime in the second half of the fiscal year. Additional risks to the personnel services budget include potential separation or retirement payouts or other unforeseen overtime.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: New Request

Request: FR_017 - Apparatus Replacement Bond Sale Proceeds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	6,597,216	0	6,597,216
TOTAL EXPENDITURES	6,597,216	0	6,597,216
REVENUES			
Bond and Note	6,597,216	0	6,597,216
TOTAL REVENUES	6,597,216	0	6,597,216

Bureau Description:

This request appropriates \$6,597,216 of bond proceeds from Debt sale #3, to increase the budget available to purchase additional emergency apparatus vehicles. City Council approved an ordinance on March 18, 2015 authorizing PF&R to order up to nine engines.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Technical Adjustment

Request: FR_018 - Increase Fire Police Disability & Retirement I/A

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	225,000	0	225,000
TOTAL EXPENDITURES	225,000	0	225,000
REVENUES			
Interagency Revenue	225,000	0	225,000
TOTAL REVENUES	225,000	0	225,000

Bureau Description:

This request increases the FPDR interagency by \$225,000. Of this amount, \$175,000 is associated with light duty costs. The original budget was based on historical spending patterns, and during this fiscal year there has been more individuals placed in light duty positions. The remaining \$50,000 increase is to cover the higher than originally budgeted OPSRP costs occurring in PF&R. FPDR reimburses PF&R for the actual expenditures incurred which are projected to be more than budgeted for both light duty and OPSRP expenditures.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Technical Adjustment

Request: FR_019 - Bureau of Human Resources I/A

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(54,632)	0	(54,632)
Internal Materials and Services	54,632	0	54,632
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request reimburses the Bureau of Human Resources \$54,632 for health benefit costs incurred due to the extension of benefits for former PF&R employee(s) or spouses during this fiscal year.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Technical Adjustment

Request: FR_020 - Increase City Fleet I/A

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Internal Materials and Services	48,500	0	48,500
TOTAL EXPENDITURES	48,500	0	48,500
REVENUES			
Miscellaneous	48,500	0	48,500
TOTAL REVENUES	48,500	0	48,500

Bureau Description:

This request increases the existing Fleet interagency by \$48,500 to cover the cost of two surplus vehicles and a forklift. Approval of this request meets the requirements of Resolution 35960 requiring City Council approval of leases, upgrades, replacements, and new vehicle additions. This IA increase is being funded by revenue generated by the employee take home car monthly fee and reimbursement received from Pierce Manufacturing to pay for the warranty work done by PF&R's Apparatus Maintenance mechanics on the emergency apparatus.

CBO Discussion and Recommendation

This package is recommended as requested. PF&R requests to increase the interagency agreement with CityFleet for the purchase of one new forklift and to add two surplus SUV's to the bureau's fleet. Using the surplus equipment allows PF&R to have adequate back-up vehicles for the battalion chiefs to respond to emergencies. Additional operating expenses for this request are estimated at \$16,720 and this expense is not included in the bureau's FY 2015-16 Requested Budget. The bureau will be charged for operating expenses and fuel in accordance with the interagency rates and the actual expense incurred may be lower than the current estimate. It is assumed the bureau will absorb these costs within the current appropriation level.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: New Request

Request: FR_021 - Appropriate State Conflagration Reimbursement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	134,365	0	134,365
TOTAL EXPENDITURES	134,365	0	134,365
REVENUES			
Miscellaneous	134,365	0	134,365
TOTAL REVENUES	134,365	0	134,365

Bureau Description:

This request appropriates the \$134,354 received from the state as reimbursement of the salary costs associated with PF&R's wildland fire responses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: New Request

Request: FR_022 - Increase Prevention Program Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	220,000	0	220,000
TOTAL EXPENDITURES	220,000	0	220,000
REVENUES			
Licenses & Permits	220,000	0	220,000
TOTAL REVENUES	220,000	0	220,000

Bureau Description:

This request increases the FY2014-15 budgeted plans review/permit revenues by \$220,000. Construction activity throughout the city started increasing last fiscal year, and the upward trend is continuing. The additional plan review/permit revenue is being appropriated in Prevention's personnel services budget to help prevent it from being over-spent at year-end.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Technical Adjustment

Request: FR_023 - Innovation Fund: Field Treatment Pilot

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	150,000	0	150,000
TOTAL EXPENDITURES	150,000	0	150,000
REVENUES			
Fund Transfers - Revenue	0	0	0
General Fund Discretionary	150,000	0	150,000
TOTAL REVENUES	150,000	0	150,000

Bureau Description:

This request appropriates the \$150,000 PF&R received from the City of Portland Innovation Fund for the Field Treatment Pilot. The Field Treatment Pilot would be at least six months in length and would staff an emergency response vehicle with a PF&R firefighter paramedic and a midlevel medical provider (nurse practitioner or physician assistant). This would enhance PF&R's medical response capabilities because the team could provide a level of on-site treatment that is not currently provided.

CBO Discussion and Recommendation

Recommended as requested. The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Program Carryover Request

Request: FR_024 - Carryover Innovation Fund: Field Treatment Pilot

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(150,000)	0	(150,000)
TOTAL EXPENDITURES	(150,000)	0	(150,000)
REVENUES			
General Fund Discretionary	(150,000)	0	(150,000)
TOTAL REVENUES	(150,000)	0	(150,000)

Bureau Description:

This request would carry-over the \$150,000 PF&R received for the Field Treatment Pilot. The pilot is in the planning stages, and the implementation plan and schedule identified a project start date of 7/01/2015 and a project end date of 12/31/2015.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Program Carryover Request

Request: FR_025 - Carryover Innovation Fund: Pulse Point/CPR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(50,000)	0	(50,000)
TOTAL EXPENDITURES	(50,000)	0	(50,000)
REVENUES			
General Fund Discretionary	(50,000)	0	(50,000)
TOTAL REVENUES	(50,000)	0	(50,000)

Bureau Description:

This request will carryover \$50,000 of the \$108,000 PF&R received in FY2013-14 to implement Pulse Point. The Pulse Point will be up and running within the next couple of weeks, and the remainder of the expenses will be for community outreach and education.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Technical Adjustment

Request: FR_026 - Internal Transfer-External M&S to Capital Outlay

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(370,000)	0	(370,000)
Capital Outlay	370,000	0	370,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request transfers \$370,000 from external material and services accounts to capital outlay accounts. PF&R is moving forward with construction projects at Station 11 and 19 to provide dorm rooms for the people assigned to the Rapid Response Vehicles (RRV's).

CBO Discussion and Recommendation

Recommended as requested. The bureau requested additional resources in the Fall BMP to fund the construction of dormitories at Stations 11 and 19 for the staff in the Rapid Response Vehicle (RRV) program. The stations did not have adequate dormitories for the additional staff when the RRV program was expanded and the staff have been using space that is not intended to provide dormitory accommodations. Additional resources were not dedicated in the BMP, and the bureau is proceeding with the construction using internal resources. This request reallocates the funds to the appropriate object category where the costs are incurred.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: New Request

Request: FR_027 - Appropriate New Firefighter Test Fees

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	48,000	0	48,000
TOTAL EXPENDITURES	48,000	0	48,000
REVENUES			
Charges for Services	48,000	0	48,000
TOTAL REVENUES	48,000	0	48,000

Bureau Description:

This request appropriates the revenue received from the new firefighter test fee. PF&R's recruitment process includes a written test which must be taken by all perspective candidates. To help defray the costs of administering the test, facility rental and equipment costs the bureau implemented a \$25 test fee which generated \$48,000 from the 1,920 applicants.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Fire & Rescue

Type: Technical Adjustment

Request: FR_028 - Grant Fund Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	150,000	0	150,000
External Materials and Services	518,240	0	518,240
TOTAL EXPENDITURES	668,240	0	668,240
REVENUES			
Intergovernmental Revenues	668,240	0	668,240
TOTAL REVENUES	668,240	0	668,240

Bureau Description:

This request includes technical adjustments in the Grant Fund for the 2012 Assistance for Firefighter Grant (AFG) and the SAFER Grant. The AFG 2012 grant purchased individual face pieces for the SCBA masks; the actual expense incurred on 08/20/14 and there weren't any funds budgeted in the current year. The SAFER grant supports the personnel costs of 26 firefighter positions, and year-end expenditures are projected to exceed the budget by \$150,000.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Government Relations

Type: Technical Adjustment

Request: GR_002 - OGR technical adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(14,000)	0	(14,000)
Internal Materials and Services	14,000	0	14,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This transfer is needed to reconcile the correct account for payment of the Salem Office lease. Purchasing is now drawing the funds from Internal Materials and Services, whereas previously the lease was paid out of External Materials and Services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: New Request

Request: HC_011 - Reimburse Providers for Severe Weather Expenses

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	173,478	(105,000)	68,478
TOTAL EXPENDITURES	173,478	(105,000)	68,478
REVENUES			
General Fund Discretionary	173,478	(105,000)	68,478
TOTAL REVENUES	173,478	(105,000)	68,478

Bureau Description:

PHB is requesting \$173,478 in one-time general fund resources in order to reimburse non-profit agency partners that incurred additional costs (beyond that which is currently in their contracts) to operate added capacity and staffing during City-declared severe weather events. This package will allow the bureau to reimburse the following providers:

- \$147,949 to American Red Cross for additional nights of severe weather operations
- \$3,468 to JOIN for opening day center and extra staffing during severe weather events
- \$22,061 to TPI for opening day center and extra staffing during severe weather events

CBO Discussion and Recommendation

Recommended as adjusted per City Financial Policy which allows for draws from contingency to address one-time emergencies and related unanticipated expenditures. Severe weather notices are triggered when any of following weather events occur: (A) forecasted temperature or wind chill 25°F or below, (B) snow accumulations of 1.0 inch or more sticking to the ground in most locations, and/or (C) temperature at or below 32°F with driving rain of 1.0 inch or more overnight. Over this past winter, providers extended day center hours, increased staff outreach, and offered additional nights of shelter.

- The American Red Cross base contract budgeted 10 nights; through contract amendments an additional 20 nights were budgeted. In total, only 15 of 30 nights budgeted were needed. CBO recommends a \$105,000 reduction in the package request to align with actual expenditures.
- The services from JOIN included: 7 days extended staff outreach, 4 days extended day center hours, and 1 night overnight shelter.
- The services from TPI included: 2 days of extended day center hours and 2 nights for overnight shelter.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: New Request

Request: HC_012 - Extend Women's Shelter Capacity

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	126,000	(126,000)	0
TOTAL EXPENDITURES	126,000	(126,000)	0
REVENUES			
General Fund Discretionary	126,000	(126,000)	0
TOTAL REVENUES	126,000	(126,000)	0

Bureau Description:

PHB is requesting \$126,000 in order to help address the ongoing shortage of capacity for adults who are unsheltered and experiencing homelessness in our community. This funding will extend 115 spaces of emergency shelter currently available through PHB-funded seasonal winter shelter, to provide extended time for vulnerable women to have safety off of the streets and connect to longer-term options for housing.

CBO Discussion and Recommendation

Not recommended due to concerns that the request does not meet current City Financial Policy. The current City Comprehensive Financial Management Policy 2.04 allows for draws from General Fund contingency to address unforeseen requirements within the fiscal year. The need for women's shelter is not unforeseen. The need for shelter has been established overtime through the biennial point-in-time census of the street and sheltered homeless.

Two current shelters are scheduled to reduce capacity on April 19th and May 1st, and it should be recognized that the bureau's request extends capacity for two additional months. To the extent the Council considers this request, CBO recommends that it be examined as part of the FY 2015-16 budget development process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_013 - Carry Over Affordable Housing Opportunity Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	1,000,000	0	1,000,000
External Materials and Services	(1,000,000)	0	(1,000,000)
TOTAL EXPENDITURES	0	0	0
REVENUES			
Intergovernmental Revenues	0	0	0
Fund Transfers - Revenue	0	0	0
Bond and Note	0	0	0
Miscellaneous	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

PHB is requesting Council approval to carry forward the \$1,000,000 affordable housing opportunity funding awarded by City Council in the FY 2014/15 Adopted Budget, as the spend-down timeline will not begin until next fiscal year. PHB has made a reservation of funds for \$749,000 for the development of 33 three-bedroom family units sponsored by the Portland Habilitation Center. In regards to the remaining \$251,000, PHB continues to work on other models/projects to increase the number of affordable housing units.

CBO Discussion and Recommendation

Cash transfer from General Fund to Housing Investment Fund (HIF) is scheduled to occur by end of FY 2014-15. As such, CBO adjusted this package to reduce appropriation for expenditures and move appropriation to HIF contingency for FY 2015-16 appropriation.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: New Request

Request: HC_014 - New Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	2,349,271	0	2,349,271
Contingency	(12,000)	0	(12,000)
TOTAL EXPENDITURES	2,337,271	0	2,337,271
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Charges for Services	439	0	439
Intergovernmental Revenues	2,333,007	0	2,333,007
Interagency Revenue	2,500	0	2,500
Miscellaneous	1,325	0	1,325
TOTAL REVENUES	2,337,271	0	2,337,271

Bureau Description:

PHB is requesting Council approval to appropriate \$2,337,271 in existing but unbudgeted TIF and grant revenues in the current fiscal year for various affordable housing projects and activities. The most significant component of this package is to facilitate the purchase of the Block 26 property from Hoyt Street Properties in the River District URA.

CBO Discussion and Recommendation

Recommended as requested. Of this request, \$2.2 million covers the cost of the Block 26 purchase. Of the remaining amount, \$100,000 provides a pre-development loan for the New Meadows projected.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: Mid-Year Reductions

Request: HC_015 - Reduce appropriations

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	0	0	0
Personnel Services	(72,807)	0	(72,807)
External Materials and Services	(476,028)	0	(476,028)
Bond Expenses	(150,000)	0	(150,000)
Contingency	(150,000)	0	(150,000)
TOTAL EXPENDITURES	(848,835)	0	(848,835)
REVENUES			
Budgeted Beginning Fund Balance	17,869	0	17,869
Charges for Services	(33,460)	0	(33,460)
Intergovernmental Revenues	(683,244)	0	(683,244)
Fund Transfers - Revenue	0	0	0
Bond and Note	(150,000)	0	(150,000)
TOTAL REVENUES	(848,835)	0	(848,835)

Bureau Description:

PHB is requesting Council approval to reduce appropriations by \$848,835 for the following primary reasons:

- \$417,828 reduction in the Education URA, reflecting Council decisions regarding this district
- \$300,000 reduction in the HIF and CDBG funds, reflecting the elimination of inter-fund loans OMF required the bureau to appropriate but were ultimately unnecessary.
- \$105,416 reduction in Lead and Continuum of Care grant resources, in order to true up budgets with actual resources available and spending schedules

CBO Discussion and Recommendation

Recommended as requested. Through Council action, the Education Urban Renewal Area was ended. The termination of the URA results in the reduction of anticipated Housing set-aside resources from tax increment collected. Lead and Continuum of Care (CoC) grant resources aligns with actual expenditures. Spending was less than resources appropriated due to a period of position vacancy.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_016 - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	33,341	0	33,341
External Materials and Services	(102,341)	0	(102,341)
Internal Materials and Services	69,000	0	69,000
Bond Expenses	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Budgeted Beginning Fund Balance	(80,844)	0	(80,844)
Charges for Services	85,000	0	85,000
Intergovernmental Revenues	184,644	0	184,644
Miscellaneous	(188,800)	0	(188,800)
TOTAL REVENUES	0	0	0

Bureau Description:

PHB is requesting Council approval for a number of adjustments to its budget that represent changes to neither budgetary programs nor total appropriations.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_017 - Appropriate Innovation Fund Awards

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	5,000	0	5,000
Contingency	65,000	0	65,000
TOTAL EXPENDITURES	70,000	0	70,000
REVENUES			
Fund Transfers - Revenue	70,000	0	70,000
General Fund Discretionary	0	0	0
TOTAL REVENUES	70,000	0	70,000

Bureau Description:

PHB is requesting Council approval to accept resources associated with two awards from the City's innovation fund: \$65,000 for homeless management data-sharing with faith-based service providers and \$5,000 for a website "data scraper" to facilitate collection of housing market data.

CBO Discussion and Recommendation

Recommended as requested. This request represents the outcome of the Office of Management and Finance-led process to allocate Innovation Fund awards.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Housing Bureau

Type: Program Carryover Request

Request: HC_018 - Rebudget Affordable Housing Resources

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(24,507,206)	0	(24,507,206)
TOTAL EXPENDITURES	(24,507,206)	0	(24,507,206)
REVENUES			
Intergovernmental Revenues	(22,938,250)	0	(22,938,250)
Bond and Note	(400,000)	0	(400,000)
Miscellaneous	(1,168,956)	0	(1,168,956)
TOTAL REVENUES	(24,507,206)	0	(24,507,206)

Bureau Description:

PHB is requesting Council approval to reduce TIF, CDBG & HOME appropriations for affordable housing projects by \$24,507,206 in order to push those budgets forward in the PHB forecast. This is primarily due to delays in the development or construction processes. These reductions include:

- \$11,483,650 opportunity funding (CES, OCC, Gateway, Interstate URA's & HOME resources)
- \$7,000,000 for the Miracles Central project (OCC URA resources)
- \$3,339,093 for the Erickson Fritz project (River District URA resources)
- \$1,098,336 for Gresham and Multnomah County projects as part of HOME consortium (HOME resources)
- \$181,747 for the Bronaugh Apartments (CDBG resources)
- \$181,731 for the Beech Street Apartments (Interstate URA resources)
- \$170,000 for the Allen Fremont (CDBG resources)
- \$150,119 for Vista de Rosas (HOME resources)

CBO Discussion and Recommendation

Recommended as requested.

The Housing bureau does not own these projects and the bureau's primary roles is funding projects and monitoring construction. As such, the bureau can not dictate completion dates nor influence most of the reasons for delay. Reasons for delay include design changes, changes in funding sources or requirements, construction issues, and complex documentation related to the financing process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Program Carryover Request

Request: MF_108 - BHR-Program Carryover-Training & Development

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(122,322)	0	(122,322)
TOTAL EXPENDITURES	(122,322)	0	(122,322)
REVENUES			
General Fund Discretionary	(122,322)	0	(122,322)
TOTAL REVENUES	(122,322)	0	(122,322)

Bureau Description:

BHR-General Fund is requesting a programmatic carryover to fund the Training and Development Analyst position for an additional year. The position was originally submitted as an add package in the OMF FY 2015-16 Requested Budget but, if this BMP request is approved, will be funded with one-time projected budget savings in FY 2014-15. Business Operations and Accounting, which have had vacancy savings during the fiscal year, will be reducing their budgets this fiscal year to fund this request. This Training and Development Analyst position is filled and funded with one-time funds in FY 2014-15. A more thorough description of this position is in add package MF_03 in the FY 2015-16 Requested Budget.

CBO Discussion and Recommendation

Recommended as requested. The position was requested in the FY 2015-16 budget process as the bureau's top priority. Funding the position within existing resources via a carryover will allow the position to be funded in FY 2015-16 without reducing available resources in that year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_109 - BHR-Interagency with BDS

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	26,000	0	26,000
TOTAL EXPENDITURES	26,000	0	26,000
REVENUES			
Interagency Revenue	26,000	0	26,000
TOTAL REVENUES	26,000	0	26,000

Bureau Description:

This request creates a \$26,000 interagency with the Bureau of Development Services in order to fund a Sr Human Resources Analyst limited-term position who will work exclusively on BDS recruitments. The personnel services budget has been increased to balance this request.

CBO Discussion and Recommendation

Recommended as requested. This interagency is expected to be continued into the FY 2015-16 budget. However, CBO also recommends that Human Resources implement a service level agreement with BDS that identifies the services provided under the overhead model, and the services that require supplementary payments from bureaus. CBO is unclear how Human Resources is currently making these distinctions.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_110 - BHR-Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(25,000)	0	(25,000)
Internal Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	(10,000)	0	(10,000)
REVENUES			
Charges for Services	(287,553)	0	(287,553)
Miscellaneous	277,553	0	277,553
TOTAL REVENUES	(10,000)	0	(10,000)

Bureau Description:

BHR General Fund technical adjustments to prevent over expenditure at the major commitment item level and to have the budget reflect where the deferred compensation revenue is being recorded. This request also aligns the deferred compensation budget with anticipated program revenue.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_111 - Bus Ops-Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(65,000)	0	(65,000)
External Materials and Services	65,000	0	65,000
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Intergovernmental Revenues	(16,308)	0	(16,308)
Interagency Revenue	37,665	0	37,665
Miscellaneous	(21,357)	0	(21,357)
TOTAL REVENUES	0	0	0

Bureau Description:

Business Operations technical adjustments to have the budget reflect the correct account where revenue is being recorded and to prevent an overspend at the major object code level. Business Operations has made internal promotions this fiscal year which continue to generate one-time savings in Personnel Services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_112 - CAO's Office-Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(25,000)	0	(25,000)
External Materials and Services	25,000	0	25,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

CAO's Office technical adjustments to prevent over expenditure at the major object code level.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_113 - BHR-14th and 4th floor move costs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(55,552)	0	(55,552)
Internal Materials and Services	55,552	0	55,552
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This request creates a \$50,000 interagency with Facilities to pay for the BHR Training Team move to the 14th floor and subsequent reconfiguring of the 4th floor. OMF moved one training position from EBS to BHR and this provides space to co-locate the team. The OMF General Fund will reallocate resources within current appropriation to pay for this request. This request also includes \$5552 for the rent cost of the 14th floor space for the remainder of the fiscal year. BHR will fund this portion of the request within current appropriation.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_114 - Revenue Division - Arts Tax Outreach

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(10,000)	0	(10,000)
External Materials and Services	10,000	0	10,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This request funds the Elders in Action Arts Tax outreach effort within the Revenue Division. The OMF General Fund will reallocate resources within current appropriation to pay for this request. This partnership will provide additional outreach services and translation services to assist seniors in complying with the Arts Tax filing requirements.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_115 - BTS - Additional Beginning Fund Balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,298	0	2,298
TOTAL EXPENDITURES	2,298	0	2,298
REVENUES			
Budgeted Beginning Fund Balance	2,298	0	2,298
TOTAL REVENUES	2,298	0	2,298

Bureau Description:

This request is to increase Beginning Fund Balance by \$2,298, reconciling it with the Ending Fund Balance from the FY 2013-14 CAFR.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_116 - BTS - Salary Contingency Allocation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,407,704	0	1,407,704
Contingency	(1,407,704)	0	(1,407,704)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to allocate \$1,407,704 in BTS Salary Contingency. These funds were appropriated as contingency in the FY 2014-15 Adopted Budget to cover cost of living increases paid out to BTS personnel. Allocation of the funds is now necessary to cover incurred expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_117 - BTS - Revenue Bureau IRS Data Exchange

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	77,500	(77,500)	0
Contingency	(77,500)	77,500	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to transfer \$77,500 to the Revenue Bureau for the IRS Data Exchange Program. BTS is working with the Revenue Bureau on their IRS Data Exchange program and has agreed to share in some of the expenses.

CBO Discussion and Recommendation

CBO does not recommend the request. The primary beneficiary of the project is the General Fund through increased tax revenues and efficiencies in the Revenue Division. The Bureau of Technology Services is supported through rates charged to City bureaus, and the benefits to these payers are not clear.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_118 - BTS - IRNE On-Call

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	11,250	0	11,250
Contingency	(11,250)	0	(11,250)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to cover \$11,250 in anticipated expenses through year-end related to the IRNE system. Changes in personnel and assignments has resulted in non-management personnel now responsible for after-hours pager support for the IRNE.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_119 - BTS - Interfund Loan Payoffs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	338,919	0	338,919
TOTAL EXPENDITURES	338,919	0	338,919
REVENUES			
Bond and Note	338,919	0	338,919
TOTAL REVENUES	338,919	0	338,919

Bureau Description:

In the FY 2014-15 Fall BMP, Council approved decision package FM_003 to repay loans from the General Fund to the Facilities, Fleet, and Technology Service funds. This budget adjustment recognizes this inter-fund loan repayment revenue and appropriates it to match approved package FM_003.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_120 - Innovation Fund: BTS for FiberOptics

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	35,000	0	35,000
TOTAL EXPENDITURES	35,000	0	35,000
REVENUES			
Fund Transfers - Revenue	35,000	0	35,000
TOTAL REVENUES	35,000	0	35,000

Bureau Description:

This request is to recognize \$25,000 in resources from the Innovation Fund for the Fiber Optic Documentation Platform project, a project that will allow BTS to better manage its IRNE infrastructure.

CBO Discussion and Recommendation

Recommended as requested. The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.”

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_121 - BTS - Fiber Optic Documentation Platform

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	94,500	0	94,500
Capital Outlay	30,000	0	30,000
Contingency	(124,500)	0	(124,500)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to appropriate \$124,500 for the Fiber Optic Documentation Platform project. This project will allow BTS to purchase a Fiber Optic Management system, audit sites, and document, run and maintain system infrastructure.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_122 - BTS - SourceFire IPS

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	9,328	0	9,328
Contingency	(9,328)	0	(9,328)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to appropriate an additional \$9,328 for the Police Bureau's SourceFire Intrusion Prevention System. This is a BTS project for a hardware and software purchase benefiting Police. The initial budgeted amount was an estimate and this additional amount will increase appropriations to equal the vendor's proposal.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_123 - BTS - AIX Hardware Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(618,600)	0	(618,600)
Contingency	618,600	0	618,600
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to remove \$618,600 in appropriation for the AIX Hardware Technology Refresh project. Funds had been appropriated as a placeholder for this project that would refresh BOEC's VCAD system. BTS and BOEC later agreed that this was a BOEC project in which BTS was a provider of services. As a result of that agreement, the BTS appropriation was no longer needed.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_124 - BTS - Increase with P&D

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Internal Materials and Services	10,000	0	10,000
Contingency	(10,000)	0	(10,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to increase by \$10,000 the Printing and Distribution interagency with BTS to cover additional copier services and new & replacement copier expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_125 - BTS - AT&T Joint Conduit Route

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	10,000	0	10,000
Contingency	(10,000)	0	(10,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to fund a \$10,000 bureau to bureau interagency with BES for work related to the AT&T Joint Conduit Route. BES incurred costs on a project that included relocating BTS fiber. This BMP adjustment will allow BTS to reimburse BES for the amount agreed to by the bureaus.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_126 - BTS - Parks CIP Fund IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,650	0	2,650
TOTAL EXPENDITURES	2,650	0	2,650
REVENUES			
Interagency Revenue	2,650	0	2,650
TOTAL REVENUES	2,650	0	2,650

Bureau Description:

This request is to increase by \$2,650 the BTS interagency with Parks CIP Fund 402 to cover cellular phone expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_127 - Revenue Division - PBOT IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	79,000	0	79,000
External Materials and Services	80,000	0	80,000
Internal Materials and Services	83,000	0	83,000
TOTAL EXPENDITURES	242,000	0	242,000
REVENUES			
Interagency Revenue	242,000	0	242,000
TOTAL REVENUES	242,000	0	242,000

Bureau Description:

This request increases the Interagency Agreement between PBOT IA by \$242,000 for Regulatory program rent and support. \$35,000 in IA revenue was appropriated in the Fall BMP for the Regulatory program positions that were organizationally transferred in the FY 2014-15 Adopted Budget, but not physically moved to a PBOT facility. The \$277,000 in total IA revenue appropriated this fiscal year is estimated to fund the Regulatory program through May.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_128 - Fac - Increase rent/proj mgmt IAs with Parks

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	44,000	0	44,000
TOTAL EXPENDITURES	44,000	0	44,000
REVENUES			
Charges for Services	(18,972)	0	(18,972)
Interagency Revenue	62,972	0	62,972
TOTAL REVENUES	44,000	0	44,000

Bureau Description:

This request is to increase the rent IA with the Parks Bureau by \$18,972 for increased space being occupied on the 1st floor of the Portland Building, effective 8/1/14. This will be offset by a decrease in rental income, as this used to be commercial space. This package also includes an increased IA of \$44,000 for Project Management of the tenant improvements to the new space occupied by Parks.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_129 - Fac - Reduce Cash Transfer from GF for Sears CIP

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(1,202,297)	0	(1,202,297)
TOTAL EXPENDITURES	(1,202,297)	0	(1,202,297)
REVENUES			
Fund Transfers - Revenue	(1,202,297)	0	(1,202,297)
TOTAL REVENUES	(1,202,297)	0	(1,202,297)

Bureau Description:

This request is to reduce the cash transfer from the General Fund to Facilities in the amount of \$1,202,297 for the Sears fuel tank capital project. This cash transfer will be reestablished between the General Fund and Fleet, who will be completing the capital project.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_130 - PFT - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(37,665)	0	(37,665)
External Materials and Services	(6,000)	0	(6,000)
Internal Materials and Services	43,665	0	43,665
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This technical adjustment moves \$6,000 from External Materials and services to Internal Materials and services, and \$37,665 from Personnel Services to Internal Materials and services to match budget with anticipated expenditures.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_131 - Fac - Recognize and Appropriate Mult Co Funds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Contingency	560,201	0	560,201
TOTAL EXPENDITURES	560,201	0	560,201
REVENUES			
Charges for Services	560,201	0	560,201
TOTAL REVENUES	560,201	0	560,201

Bureau Description:

This request is to recognize and appropriate funding from Multnomah County for their share of operations and maintenance costs at the Portland Building, in the amount of \$560,201. This was not included in the Adopted Budget, but we have been billing the County since July 1st.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_132 - Spectator Facilities - Parking revenue increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	50,238	0	50,238
TOTAL EXPENDITURES	50,238	0	50,238
REVENUES			
Charges for Services	50,238	0	50,238
TOTAL REVENUES	50,238	0	50,238

Bureau Description:

This request increases the budget for parking revenue at the Rose Quarter by \$50,238 to account for an increase in parking revenue the fund will receive in the fiscal year. An interagency with facilities has been increased to balance this request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_133 - Procurement - Technical Adjustements

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	120,000	0	120,000
External Materials and Services	(180,000)	0	(180,000)
Internal Materials and Services	60,000	0	60,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request increases the budget for personnel services by \$120,000 and budget for Internal Materials Services by \$60,000 to match the expected expenses for this fiscal year. The External Materials Services budget is being reduced by \$180,000 to balance this request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_134 - Grants - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(16,000)	0	(16,000)
External Materials and Services	10,000	0	10,000
Internal Materials and Services	6,000	0	6,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves \$16,000 from personnel services to External Materials Services (\$10,000) and Internal Materials Services (\$6,000) to match budget with anticipated expenditures.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_135 - Procurement- Recognize rebate revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	82,201	0	82,201
TOTAL EXPENDITURES	82,201	0	82,201
REVENUES			
Miscellaneous	82,201	0	82,201
TOTAL REVENUES	82,201	0	82,201

Bureau Description:

This request recognizes \$82,201 in new revenue above the budgeted amount from rebates received this fiscal year. Personnel services has been increased to balance this request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_136 - Fac - Increase BHR IAs for Rent and Move in TPB

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	50,000	0	50,000
Contingency	5,552	0	5,552
TOTAL EXPENDITURES	55,552	0	55,552
REVENUES			
Interagency Revenue	55,552	0	55,552
TOTAL REVENUES	55,552	0	55,552

Bureau Description:

This request is to increase the rent IA with BHR by \$5,552 for expanded occupancy at the Portland Building. This request also increases the operations and maintenance IA by \$50,000 for the associated moving and tenant improvement costs.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_137 - Fac - Match Comm Pub Works IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	10,000	0	10,000
TOTAL EXPENDITURES	10,000	0	10,000
REVENUES			
Interagency Revenue	10,000	0	10,000
TOTAL REVENUES	10,000	0	10,000

Bureau Description:

This is a request to match an IA increase by the Commissioner of Public Works for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_138 - Fac - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Interagency Revenue	0	0	0
Miscellaneous	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This request is for net zero technical adjustments. These include adjustments within EMS for space rent accounts, and within revenue for interest accounts, to align budget with actuals.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_139 - Fac - Interfund Loan Repayment from Gen Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	423,650	0	423,650
TOTAL EXPENDITURES	423,650	0	423,650
REVENUES			
Fund Transfers - Revenue	0	0	0
Bond and Note	423,650	0	423,650
TOTAL REVENUES	423,650	0	423,650

Bureau Description:

In the FY 2014-15 Fall BMP, Council approved decision package FM_003 to repay loans from the General Fund to the Facilities, Fleet, and Technology Service funds. This budget adjustment recognizes this inter-fund loan repayment revenue and appropriates it to match approved package FM_003.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_140 - Fac - Rent IA Increase for ONI at Kelly Bldg

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	2,355	0	2,355
TOTAL EXPENDITURES	2,355	0	2,355
REVENUES			
Interagency Revenue	2,355	0	2,355
TOTAL REVENUES	2,355	0	2,355

Bureau Description:

This request is for an IA increase in rent in the amount of \$2,355 with ONI for increased space usage at the Kelly Building for the Compliance Officer and Community Liaison (COCL).

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_141 - Revenue Division - BTS IRS Tax Exchange Support

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	77,500	(77,500)	0
TOTAL EXPENDITURES	77,500	(77,500)	0
REVENUES			
Fund Transfers - Revenue	77,500	(77,500)	0
TOTAL REVENUES	77,500	(77,500)	0

Bureau Description:

This request recognizes a cash transfer from BTS of \$77,500 to support the IRS Data Exchange project. BTS has agreed to provide funding to the Revenue Division for 50% of the project costs over the initial budget of \$125,000, with Revenue Division being responsible for the remaining 50%.

CBO Discussion and Recommendation

CBO does not recommend the request. The primary beneficiary of the project is the General Fund through increased tax revenues and efficiencies in the Revenue Division. The Bureau of Technology Services is supported through rates charged to City bureaus, and the benefits to these payers are not clear.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_142 - Revenue Division - Return Street Fee Funds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(139,650)	0	(139,650)
External Materials and Services	(585,000)	0	(585,000)
TOTAL EXPENDITURES	(724,650)	0	(724,650)
REVENUES			
General Fund Discretionary	(724,650)	0	(724,650)
TOTAL REVENUES	(724,650)	0	(724,650)

Bureau Description:

This reduction returns \$724,650 in one-time General Fund Discretionary appropriation received in the FY 2014-15 Fall BMP for the implementation of the Street Fee.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_143 - Revenue Division - IRS Tax Exchange CIP

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This technical adjustment recognizes the IRS Data Exchange project activity as a Capital Improvement Project (CIP). The IRS Data Exchange project was not originally established as a CIP in the budget and financial systems. The net budget impact of this adjustment is zero, as funds have already been appropriated, although CIP reporting will identify \$295,000 for the project.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_144 - Revenue Division - MHCRC Software CIP

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This technical adjustment recognizes Dulles Grant Management software implementation as a Capital Improvement Project (CIP). The implementation of Dulles Grant Management software was not originally established as a CIP in the budget and financial systems. The net budget impact of this adjustment is zero, as funds have already been appropriated, although CIP reporting will identify a budget of \$21,500 for the project.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_145 - Revenue Division - Clean & Safe Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	832	0	832
Internal Materials and Services	24,478	0	24,478
TOTAL EXPENDITURES	25,310	0	25,310
REVENUES			
Budgeted Beginning Fund Balance	652	0	652
Interagency Revenue	24,478	0	24,478
Miscellaneous	180	0	180
TOTAL REVENUES	25,310	0	25,310

Bureau Description:

This request recognizes \$25,310 in additional revenue in the Property Management License Fund. Clean & Safe revenues have exceeded budget, and additional authority is needed to disburse funds.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_146 - Revenue Division - Lloyd BID Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	99,750	0	99,750
Internal Materials and Services	2,000	0	2,000
TOTAL EXPENDITURES	101,750	0	101,750
REVENUES			
Licenses & Permits	100,000	0	100,000
Charges for Services	(350)	0	(350)
Interagency Revenue	2,000	0	2,000
Miscellaneous	100	0	100
TOTAL REVENUES	101,750	0	101,750

Bureau Description:

This request recognizes \$101,750 in additional Lloyd Business Improvement District (BID) revenue in the Property Management License Fund. Lloyd BID revenues have exceeded budget, and additional authority is needed to disburse funds.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_148 - Revenue Division - Tourism Improvement Dist. Rev

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	3,306,500	0	3,306,500
Internal Materials and Services	33,000	0	33,000
TOTAL EXPENDITURES	3,339,500	0	3,339,500
REVENUES			
Taxes	3,305,000	0	3,305,000
Interagency Revenue	33,000	0	33,000
Miscellaneous	1,500	0	1,500
TOTAL REVENUES	3,339,500	0	3,339,500

Bureau Description:

This request recognizes \$3,339,500 additional revenue in the Tourism Improvement District (TID) fund. In addition to the transient lodging tax, facilities with 50 or more rooms are assessed a 2% Portland Tourism Improvement District fee. TID revenues have exceeded budget, and additional authority is needed to disburse funds to Travel Portland.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_149 - Revenue Division - Arts Tax

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	72,000	0	72,000
External Materials and Services	(7,672,695)	0	(7,672,695)
Internal Materials and Services	316,000	0	316,000
Contingency	6,900,000	0	6,900,000
TOTAL EXPENDITURES	(384,695)	0	(384,695)
REVENUES			
Budgeted Beginning Fund Balance	(519,695)	0	(519,695)
Taxes	(40,000)	0	(40,000)
Interagency Revenue	200,000	0	200,000
Miscellaneous	(25,000)	0	(25,000)
TOTAL REVENUES	(384,695)	0	(384,695)

Bureau Description:

This technical adjustment reduces ARTs Education and Access Fund revenues by \$384,695.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_150 - Revenue Division - Recognize additional revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	44,000	0	44,000
Internal Materials and Services	12,000	0	12,000
TOTAL EXPENDITURES	56,000	0	56,000
REVENUES			
Charges for Services	12,000	0	12,000
Intergovernmental Revenues	12,000	0	12,000
Miscellaneous	32,000	0	32,000
TOTAL REVENUES	56,000	0	56,000

Bureau Description:

This request recognizes \$56,000 in IGA, Miscellaneous, and Service Charge revenue for higher than budgeted activity.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Program Carryover Request

Request: MF_151 - Revenue Division - OCT Litigation Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(65,000)	35,000	(30,000)
TOTAL EXPENDITURES	(65,000)	35,000	(30,000)
REVENUES			
General Fund Discretionary	(65,000)	35,000	(30,000)
TOTAL REVENUES	(65,000)	35,000	(30,000)

Bureau Description:

This carryover request of \$65,000 is for litigation funding in the Office of Community Technology. \$75,000 was carried forward from FY 2013-14 into FY 2014-15, with an estimated year-end balance of \$65,000. The Division may true up in the Fall BMP if forecasted spending patterns change.

CBO Discussion and Recommendation

CBO recommends the request to carry over litigation funds, but at the lesser amount of \$30,000. The \$65,000 request represents the remaining balance of litigation funds initially awarded in FY 2010-11; however, the bureau anticipates spending only \$30,000 in FY 2015-16. With the expectation of a successful settlement in FY 2015-16, CBO recommends only carrying over the amount projected to be spent in that year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_152 - BTS - Revenue Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	457,500	0	457,500
TOTAL EXPENDITURES	457,500	0	457,500
REVENUES			
Interagency Revenue	457,500	0	457,500
TOTAL REVENUES	457,500	0	457,500

Bureau Description:

This request is to increase by \$457,500 the BTS interagency with the Revenue Bureau to cover additional Operations Billable expenses for the IRS Data Exchange project, and Corporate Services and Desktop Support expenses related to Revenue Bureau PBOT Regulatory work.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_153 - BTS - Comm. Public Safety IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	15,000	0	15,000
TOTAL EXPENDITURES	15,000	0	15,000
REVENUES			
Interagency Revenue	15,000	0	15,000
TOTAL REVENUES	15,000	0	15,000

Bureau Description:

This request is to increase by \$15,000 the BTS interagency with the Commissioner of Public Safety to cover additional Desktop Support expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_154 - BTS - Auditor's Office IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	69,120	0	69,120
TOTAL EXPENDITURES	69,120	0	69,120
REVENUES			
Interagency Revenue	69,120	0	69,120
TOTAL REVENUES	69,120	0	69,120

Bureau Description:

This request is to increase by \$69,120 the BTS interagency with the Auditor's Office to cover additional expenses for Server Support and Strategic Technology Billable.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_155 - BTS - Comm. of Public Works IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	2,500	0	2,500
TOTAL EXPENDITURES	2,500	0	2,500
REVENUES			
Interagency Revenue	2,500	0	2,500
TOTAL REVENUES	2,500	0	2,500

Bureau Description:

This request is to increase by \$2,500 the BTS interagency with the Commissioner of Public Works to cover additional Desktop Support expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_156 - Revenue Division - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(300,000)	0	(300,000)
Internal Materials and Services	300,000	0	300,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This technical adjustment moves \$12,000 from External Materials and Supplies to Internal Materials and Supplies for the Accounting CAFR support billing, nets to zero; \$300,000 from Personnel Services and External Materials and Supplies to Internal Materials and Supplies, nets to zero.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_157 - Revenue Division - Multnomah County IGA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,000	0	10,000
TOTAL EXPENDITURES	10,000	0	10,000
REVENUES			
Intergovernmental Revenues	10,000	0	10,000
TOTAL REVENUES	10,000	0	10,000

Bureau Description:

This request increases interagency revenues from Multnomah County by \$10,000 for professional services to develop and implement the Digital Inclusion Strategy. An ordinance to approve an Intergovernmental Agreement with Multnomah County is forthcoming.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_158 - Accounting - PBOT IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	6,000	0	6,000
TOTAL EXPENDITURES	6,000	0	6,000
REVENUES			
Interagency Revenue	6,000	0	6,000
TOTAL REVENUES	6,000	0	6,000

Bureau Description:

This request increases interagency revenue by \$6,000 from the Portland Bureau of Transportation for Accounting Division financial services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_159 - Accounting - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(5,000)	0	(5,000)
Internal Materials and Services	5,000	0	5,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
Interagency Revenue	12,000	0	12,000
Miscellaneous	(12,000)	0	(12,000)
TOTAL REVENUES	0	0	0

Bureau Description:

This technical adjustment moves \$5,000 from Personnel Services to Internal Materials and Supplies, and \$12,000 from Miscellaneous revenue to IA revenue to match budget with anticipated expenditures.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_160 - BTS - Walters Hill project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(280,000)	0	(280,000)
Contingency	280,000	0	280,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce appropriation for the Walters Hill project. The project experienced delays as it progressed through Gresham's land use planning and appeals process. Some planned expenditures for FY 2014-15 will not be incurred until FY 2015-16, so this budget reduction will be offset with a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_161 - BTS - Toolset Expansion

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(75,000)	0	(75,000)
Contingency	75,000	0	75,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$75,000 the budget for the Toolset Expansion operating project. The project is underway and expenses have been incurred. This is a multi-year Support Center project and the FY 2014-15 budget reduction will be offset by an identical technical adjustment increase to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_162 - Fac - Match Auditor's Office IA Increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Contingency	28,000	0	28,000
TOTAL EXPENDITURES	28,000	0	28,000
REVENUES			
Interagency Revenue	28,000	0	28,000
TOTAL REVENUES	28,000	0	28,000

Bureau Description:

This is a request to match an IA increase by the Auditor's Office for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_163 - Fac - Match Spectator Facilities IA Increase Req

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	50,238	0	50,238
TOTAL EXPENDITURES	50,238	0	50,238
REVENUES			
Interagency Revenue	50,238	0	50,238
TOTAL REVENUES	50,238	0	50,238

Bureau Description:

This is a request to match an IA increase by Spectator Facilities for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_164 - BTS - Treasury IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	6,000	0	6,000
TOTAL EXPENDITURES	6,000	0	6,000
REVENUES			
Interagency Revenue	6,000	0	6,000
TOTAL REVENUES	6,000	0	6,000

Bureau Description:

This request is to increase by \$6,000 the BTS interagency with Treasury to cover additional Operations Billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_165 - BTS - P&D IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	60,000	0	60,000
TOTAL EXPENDITURES	60,000	0	60,000
REVENUES			
Interagency Revenue	60,000	0	60,000
TOTAL REVENUES	60,000	0	60,000

Bureau Description:

This request is to increase by \$60,000 the BTS interagency with Printing & Distribution to cover additional server support and strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_166 - Fac - Match Parks IA Increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,600	0	1,600
TOTAL EXPENDITURES	1,600	0	1,600
REVENUES			
Interagency Revenue	1,600	0	1,600
TOTAL REVENUES	1,600	0	1,600

Bureau Description:

This is a request to match an IA increase by Parks for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_167 - Fac - Police MM Funding Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	500,000	0	500,000
TOTAL EXPENDITURES	500,000	0	500,000
REVENUES			
Fund Transfers - Revenue	500,000	0	500,000
TOTAL REVENUES	500,000	0	500,000

Bureau Description:

In the FY 2014-15 Spring BMP, the Police Bureau returned \$500,000 to the General Fund through strategic planning and savings, recognizing that they have a large need for major maintenance on many of the facilities they occupy. Facilities Services is requesting these funds be transferred to the Facilities Service Fund in order to dedicate them to Police facility unfunded major maintenance projects.

CBO Discussion and Recommendation

Recommended as requested. These funds would be dedicated to addressing the current backlog of major maintenance projects at police facilities totaling \$1.6 million. However, it should be noted that approving the request will reduce the potential resources that would otherwise fall to General Fund ending balance. Council should weigh the relative priority of this request against the need to preserve ending fund balance. OMF-Facilities will report on the progress made towards reducing the backlog in future BMPs, and identify how these funds were spent.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_168 - BTS - Accounting IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	5,000	0	5,000
TOTAL EXPENDITURES	5,000	0	5,000
REVENUES			
Interagency Revenue	5,000	0	5,000
TOTAL REVENUES	5,000	0	5,000

Bureau Description:

This request is to increase by \$5,000 the BTS interagency with Accounting to cover additional operations billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_169 - Fac - IA with OEHR for ADA Prg Transition Costs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	30,076	0	30,076
Contingency	(30,076)	0	(30,076)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to establish an IA where the Office of Equity and Human Rights (OEHR) is the provider, for costs of services related to the ADA Program transition from Facilities Services to OEHR.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_170 - P&D - Increase IA with BTS

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(60,000)	0	(60,000)
Internal Materials and Services	60,000	0	60,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to increase the interagency with BTS by \$60,000 to cover additional server support and strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_171 - P&D - Increase IA with Facilities

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(40,000)	0	(40,000)
Internal Materials and Services	40,000	0	40,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to increase the interagency with Facilities by \$40,000 to cover P&D move costs.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_172 - P&D - Decrease Budgeted Beginning Balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(8,447)	0	(8,447)
TOTAL EXPENDITURES	(8,447)	0	(8,447)
REVENUES			
Budgeted Beginning Fund Balance	(8,447)	0	(8,447)
TOTAL REVENUES	(8,447)	0	(8,447)

Bureau Description:

This request decreases the beginning fund balance by \$8,447 to match the CAFR ending fund balance for FY 2013-14.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_173 - P&D - Salary Adjustment Contingency Allocation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	56,247	0	56,247
Contingency	(56,247)	0	(56,247)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to move \$56,247 in salary contingency funds budgeted for cost of living and health care increases.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_174 - P&D - Revenue Division IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	3,000	0	3,000
TOTAL EXPENDITURES	3,000	0	3,000
REVENUES			
Interagency Revenue	3,000	0	3,000
TOTAL REVENUES	3,000	0	3,000

Bureau Description:

The Revenue Division has requested an increase in the Interagency Agreement with P&D for \$3,000 to pay for additional P&D Services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_175 - P&D - City Attorney IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	8,000	0	8,000
TOTAL EXPENDITURES	8,000	0	8,000
REVENUES			
Interagency Revenue	8,000	0	8,000
TOTAL REVENUES	8,000	0	8,000

Bureau Description:

The City Attorney's Office has requested an increase in the Interagency Agreement with P&D for \$8,000 to pay for additional P&D Services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_176 - P&D - Parks CIP IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,000	0	2,000
TOTAL EXPENDITURES	2,000	0	2,000
REVENUES			
Interagency Revenue	2,000	0	2,000
TOTAL REVENUES	2,000	0	2,000

Bureau Description:

The Parks CIP has requested an increase in the Interagency Agreement with P&D for \$2,000 to pay for additional P&D Services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_177 - Revenue Division - Conv. & Toursim Fund Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,682,321	0	1,682,321
TOTAL EXPENDITURES	1,682,321	0	1,682,321
REVENUES			
Budgeted Beginning Fund Balance	20,821	0	20,821
Taxes	1,657,000	0	1,657,000
Miscellaneous	4,500	0	4,500
TOTAL REVENUES	1,682,321	0	1,682,321

Bureau Description:

This request recognizes \$1,682,321 in additional revenue in the Convention and Tourism Fund from the Transient Lodging Tax (TLT). A tax of 6% applies to Hotels, Motels and short term rentals in Portland, of which 1% is paid to Travel Portland, the official destination marketing organization for the Portland metropolitan region. TLT revenues have exceeded budget, and additional authority is needed to disburse funds to Travel Portland.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_178 - BTS - BDS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	170,000	0	170,000
Contingency	430,000	0	430,000
TOTAL EXPENDITURES	600,000	0	600,000
REVENUES			
Interagency Revenue	600,000	0	600,000
TOTAL REVENUES	600,000	0	600,000

Bureau Description:

This request is to increase by \$600,000 the BTS interagency with the Bureau of Development Services to cover additional telecomm service, cellular phone, telecomm billable, desktop support, server support, data networks, operations billable, operations passthrough and strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_179 - BTS - Police Security Director project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	5,000	0	5,000
Capital Outlay	(5,000)	0	(5,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to transfer \$5,000 out of the BTS Police Security Director project and move it into the RegJIN Application cost center. The vendor invoice for the project included a 3-year maintenance agreement which should be recorded to a cost center as an operating expense. A portion of those 3-year costs will later be moved to prepaid expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_180 - P&D - Revenue Division IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	116,000	0	116,000
TOTAL EXPENDITURES	116,000	0	116,000
REVENUES			
Interagency Revenue	116,000	0	116,000
TOTAL REVENUES	116,000	0	116,000

Bureau Description:

The Revenue Division (ARTS Tax Fund) has requested to increase the Interagency Agreement with P&D for \$116,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_181 - P&D - BDS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	80,000	0	80,000
TOTAL EXPENDITURES	80,000	0	80,000
REVENUES			
Interagency Revenue	80,000	0	80,000
TOTAL REVENUES	80,000	0	80,000

Bureau Description:

The BDS has requested to increase the Interagency Agreement with P&D for \$80,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_182 - Fac - Match BDS IA Increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	472,000	0	472,000
Contingency	198,000	0	198,000
TOTAL EXPENDITURES	670,000	0	670,000
REVENUES			
Interagency Revenue	670,000	0	670,000
TOTAL REVENUES	670,000	0	670,000

Bureau Description:

This is a request to match an IA increase by BDS for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_183 - Fac - Match P&D IA Increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	40,000	0	40,000
TOTAL EXPENDITURES	40,000	0	40,000
REVENUES			
Interagency Revenue	40,000	0	40,000
TOTAL REVENUES	40,000	0	40,000

Bureau Description:

This request is to match an IA increase by P&D for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_184 - Bus Ops-Recognize Charitable Campaign Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	14,675	0	14,675
TOTAL EXPENDITURES	14,675	0	14,675
REVENUES			
Miscellaneous	14,675	0	14,675
TOTAL REVENUES	14,675	0	14,675

Bureau Description:

This request recognizes \$14,675 in charitable campaign revenue within the Business Operations budget. This revenue funds a part-time seasonal employee to coordinate and monitor the Citywide Charitable Campaign. The miscellaneous services account will be increased by the above amount to balance the request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Program Carryover Request

Request: MF_185 - Bus Ops-Programmatic Carryover-Inn. Fund Mgmt

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(88,000)	0	(88,000)
TOTAL EXPENDITURES	(88,000)	0	(88,000)
REVENUES			
General Fund Discretionary	(88,000)	0	(88,000)
TOTAL REVENUES	(88,000)	0	(88,000)

Bureau Description:

Starting in October, the Innovation Fund and related activities began being managed by the Office of Management and Finance. OMF decided to loan a staff person to the innovation work rather than conducting a classification, recruitment and selection process because the call for ideas needed to begin in October. The staff person was on loan from the end of October through mid-March, so OMF is reducing its original estimate of \$125,000 for program management to a total of \$37,000. OMF is requesting that Council approve a carryover of \$88,000 unspent funds to the FY 2015-16 Innovation Fund so that the funds can be re-purposed for innovation projects.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_186 - Grants - Recognize revenue from outside agencies

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	9,908	0	9,908
TOTAL EXPENDITURES	9,908	0	9,908
REVENUES			
Intergovernmental Revenues	9,908	0	9,908
Miscellaneous	0	0	0
TOTAL REVENUES	9,908	0	9,908

Bureau Description:

This requests recognizes \$9,908 in new revenue from other governmental agencies for federal grants training sessions. External Materials Services has been increased to balance this request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_187 - P&D - OMF/BHR IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	15,000	0	15,000
REVENUES			
Interagency Revenue	15,000	0	15,000
TOTAL REVENUES	15,000	0	15,000

Bureau Description:

The Bureau of Human Resources has requested to increase the Interagency Agreement with P&D for \$15,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_188 - P&D - Procurement IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,500	0	1,500
TOTAL EXPENDITURES	1,500	0	1,500
REVENUES			
Interagency Revenue	1,500	0	1,500
TOTAL REVENUES	1,500	0	1,500

Bureau Description:

The Bureau of Revenue and Finance Procurement Division has requested to increase the Interagency Agreement with P&D for \$1,500 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_189 - PSSRP - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	170,000	0	170,000
External Materials and Services	(375,000)	0	(375,000)
Internal Materials and Services	205,000	0	205,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This PSSRP request seeks to make technical budget adjustments in the General Fund for the RegJIN project and Project Office to better align budget against forecasted actuals.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_190 - PSSRP-Appropriate Bond Proceeds Radio Project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	765,920	0	765,920
Internal Materials and Services	200,000	0	200,000
Contingency	11,813,689	0	11,813,689
TOTAL EXPENDITURES	12,779,609	0	12,779,609
REVENUES			
Bond and Note	12,779,609	0	12,779,609
TOTAL REVENUES	12,779,609	0	12,779,609

Bureau Description:

This decision package recognizes and appropriates Public Safety GO Bond funds from the third debt sale to the Radio Project.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_191 - P&D - PSSRP IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	15,000	0	15,000
REVENUES			
Interagency Revenue	15,000	0	15,000
TOTAL REVENUES	15,000	0	15,000

Bureau Description:

The PSSRP has requested to increase the Interagency Agreement with P&D for \$15,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_192 - CityFleet - BDS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	50,000	0	50,000
TOTAL EXPENDITURES	50,000	0	50,000
REVENUES			
Interagency Revenue	50,000	0	50,000
TOTAL REVENUES	50,000	0	50,000

Bureau Description:

BDS has requested to increase the Interagency Agreement with CityFleet for \$50,000 to pay for additional CityFleet services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_193 - Fac - Match Grants IA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	6,000	0	6,000
TOTAL EXPENDITURES	6,000	0	6,000
REVENUES			
Interagency Revenue	6,000	0	6,000
TOTAL REVENUES	6,000	0	6,000

Bureau Description:

This is a request to match an IA increase by Grants for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_194 - CityFleet - PBOT IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	230,000	0	230,000
TOTAL EXPENDITURES	230,000	0	230,000
REVENUES			
Interagency Revenue	230,000	0	230,000
TOTAL REVENUES	230,000	0	230,000

Bureau Description:

PBOT has requested to increase the Interagency Agreement with CityFleet for \$230,000 to purchase two aerial trucks, per Resolution 35960, which requires reporting to City Council all new additional vehicles to the City's Fleet.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_195 - Fac - Match PSSRP IA Increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	13,000	0	13,000
TOTAL EXPENDITURES	13,000	0	13,000
REVENUES			
Interagency Revenue	13,000	0	13,000
TOTAL REVENUES	13,000	0	13,000

Bureau Description:

This is a request to match an IA increase by PSSRP for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_196 - Fac - Match Water Bureau IA Increase Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	26,076	0	26,076
Contingency	8,500	0	8,500
TOTAL EXPENDITURES	34,576	0	34,576
REVENUES			
Interagency Revenue	34,576	0	34,576
TOTAL REVENUES	34,576	0	34,576

Bureau Description:

This request is to match a Water Bureau IA increase for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_197 - Fac - IA w/Water for Coord.Cleanup Storage Rent

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	9,200	0	9,200
Contingency	(9,200)	0	(9,200)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This is a request to establish an IA with the Water Bureau, where Facilities will pay \$9,200 in rent for Coordinated Cleanup storage.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_198 - BTS - PSSRP IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	365,000	0	365,000
TOTAL EXPENDITURES	365,000	0	365,000
REVENUES			
Interagency Revenue	365,000	0	365,000
TOTAL REVENUES	365,000	0	365,000

Bureau Description:

This request is to increase by \$365,000 the BTS interagency with PSSRP to cover additional Engineering, Radio and Operations Billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_199 - BTS - Procurement Services IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	30,000	0	30,000
Contingency	28,500	0	28,500
TOTAL EXPENDITURES	58,500	0	58,500
REVENUES			
Interagency Revenue	58,500	0	58,500
TOTAL REVENUES	58,500	0	58,500

Bureau Description:

This request is to increase by \$58,500 the BTS interagency with Procurement Services for additional cellular phone and operations billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_200 - BTS - FPDR IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	25,000	0	25,000
Contingency	20,000	0	20,000
TOTAL EXPENDITURES	45,000	0	45,000
REVENUES			
Interagency Revenue	45,000	0	45,000
TOTAL REVENUES	45,000	0	45,000

Bureau Description:

This request is to increase by \$45,000 the BTS interagency with Fire & Police Disability & Retirement for additional telecomm and operations billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_201 - BIBS Administration - Internal EMS transfers

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(4,000)	0	(4,000)
Contingency	4,000	0	4,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer projected savings within the Bureau of Internal Business Services Administration budget back to the funds for their use.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_202 - Fac - Match Com. of Public Utilities IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	6,000	0	6,000
TOTAL EXPENDITURES	6,000	0	6,000
REVENUES			
Interagency Revenue	6,000	0	6,000
TOTAL REVENUES	6,000	0	6,000

Bureau Description:

This is a request to match an IA increase by the Commissioner of Public Utilities for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_203 - Fac - Personnel Services Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	387,017	0	387,017
Contingency	(387,017)	0	(387,017)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This is a request to move \$387,017 from contingency to personnel services to cover FY 2014-15 COLA costs and potential leave payouts for Facilities Services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_205 - Fac - Budget IA with PBOT

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(177,000)	0	(177,000)
Internal Materials and Services	177,000	0	177,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This is a request to budget an IA in the amount of \$97,000 with PBOT for engineering, street patching, and survey services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_206 - Fac - Match IA Request from OEHR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(10,000)	0	(10,000)
TOTAL EXPENDITURES	(10,000)	0	(10,000)
REVENUES			
Interagency Revenue	(10,000)	0	(10,000)
TOTAL REVENUES	(10,000)	0	(10,000)

Bureau Description:

This is a request to reduce the Facilities line item budget by \$10,000, as requested by OEHR.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_207 - BTS - Retiree Vacation Payouts

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	155,000	0	155,000
Contingency	(155,000)	0	(155,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to appropriate \$155,000 from contingency to cover estimated vacation payouts for BTS employees retiring by June 30th.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_208 - Fac - Match BES IA Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	750,000	0	750,000
TOTAL EXPENDITURES	750,000	0	750,000
REVENUES			
Interagency Revenue	750,000	0	750,000
TOTAL REVENUES	750,000	0	750,000

Bureau Description:

This is a request to match an IA increase by BES for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_209 - BTS - BOEC IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	60,000	0	60,000
TOTAL EXPENDITURES	60,000	0	60,000
REVENUES			
Interagency Revenue	60,000	0	60,000
TOTAL REVENUES	60,000	0	60,000

Bureau Description:

This request is to increase by \$60,000 the BTS interagency with the Bureau of Emergency Communications to cover additional desktop support, server support and data networking expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_210 - BTS - Housing IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	14,000	0	14,000
TOTAL EXPENDITURES	14,000	0	14,000
REVENUES			
Interagency Revenue	14,000	0	14,000
TOTAL REVENUES	14,000	0	14,000

Bureau Description:

This request is to increase by \$14,000 the BTS interagency with the Housing Bureau to cover additional server support and operations passthrough expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_211 - BTS - Water IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	100,000	0	100,000
TOTAL EXPENDITURES	100,000	0	100,000
REVENUES			
Interagency Revenue	100,000	0	100,000
TOTAL REVENUES	100,000	0	100,000

Bureau Description:

This request is to increase by \$100,000 the BTS interagency with the Water Bureau to cover additional Radio & Video Billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_212 - EBS - HCM Processes and Forms project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(350,000)	0	(350,000)
Contingency	350,000	0	350,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce appropriation for the HCM Processes and Forms project. The project has experienced delays in contract negotiations. Planned expenditures for FY 2014-15 will not be incurred until FY 2015-16, so this budget reduction will be offset with a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_213 - Fire Facilities GO Bond - Internal M&S transfers

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,000	0	10,000
Internal Materials and Services	60,000	0	60,000
Capital Outlay	(70,000)	0	(70,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer projected savings within the Fire Facilities GO Bond Fund budget from capital to External Materials and Services and Internal Materials and Services back to cover projected expenses that were not specifically budgeted. These include an interagency agreement with Technology Services for work on the Station 21 project and professional services associated with debt financings.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_214 - PS GO Bond - Return savings in issuance costs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	4,000	0	4,000
Contingency	(4,000)	0	(4,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from the Public Safety GO Bond Fund contingency account to the cash transfer account. A cash transfer will be set up to send approximately \$4,000 to the General Obligation Debt Fund for unspent issuance costs from a refunding of GO bonds in 2014. The amount transferred will be the actual calculated amount that factors in interest earnings while the money was in the fund.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_215 - Ins and Claims-Increase IA with City Atty as pro

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	20,000	0	20,000
Contingency	(20,000)	0	(20,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from the Insurance and Claims Fund contingency account to the Legal Services interagency account. This IA with the City Attorney is being increased to fund work on litigation holds which was not included in the original IA.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_216 - PS GO Bond - Appropriate excess fund balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	1,188,875	0	1,188,875
Contingency	1,808,200	0	1,808,200
TOTAL EXPENDITURES	2,997,075	0	2,997,075
REVENUES			
Budgeted Beginning Fund Balance	2,997,075	0	2,997,075
TOTAL REVENUES	2,997,075	0	2,997,075

Bureau Description:

The purpose of this budget adjustment request is to appropriate excess beginning fund balance in the Public Safety GO Bond Fund. This appropriation will be placed in capital and contingency accounts as per the fund's most recent fund projection.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_217 - PS GO Bond - Appropriate debt sale proceeds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	0	0	0
Bond Expenses	173,721	0	173,721
Contingency	282,103	0	282,103
TOTAL EXPENDITURES	455,824	0	455,824
REVENUES			
Bond and Note	455,824	0	455,824
TOTAL REVENUES	455,824	0	455,824

Bureau Description:

The purpose of this budget adjustment request is to appropriate debt sale proceeds in the Public Safety GO Bond Fund. The fund's third and final debt sale will close in early June. This appropriation will be placed in project budget accounts and contingency accounts as per the fund's most recent fund projection.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_218 - Ins and Claims - IA with PBOT for tram insurance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	23,544	0	23,544
TOTAL EXPENDITURES	23,544	0	23,544
REVENUES			
Interagency Revenue	23,544	0	23,544
TOTAL REVENUES	23,544	0	23,544

Bureau Description:

The purpose of this budget adjustment request is to increase the IA with PBOT as receiver and the Insurance and Claims Fund for the cost of the commercial insurance policy for the tram for July 1-July 25. During this period the tram was still on the City's commercial insurance policy while details of removing it were worked out.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_219 - Ins & Claim-Transfer COLA increase appropriation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	111,275	0	111,275
Contingency	(111,275)	0	(111,275)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from the Insurance and Claims salary adjustments contingency account to personnel services. These costs were anticipated when IA rate were developed and placed in the contingency account.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_220 - P&D - ONI IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	19,483	0	19,483
TOTAL EXPENDITURES	19,483	0	19,483
REVENUES			
Interagency Revenue	19,483	0	19,483
TOTAL REVENUES	19,483	0	19,483

Bureau Description:

ONI has requested to increase the Interagency Agreement with P&D for \$19,483 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_221 - P&D - BTS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,000	0	10,000
TOTAL EXPENDITURES	10,000	0	10,000
REVENUES			
Interagency Revenue	10,000	0	10,000
TOTAL REVENUES	10,000	0	10,000

Bureau Description:

BTS has requested to increase the Interagency Agreement with P&D for \$10,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_222 - CityFleet - Parks CIP IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	6,700	0	6,700
TOTAL EXPENDITURES	6,700	0	6,700
REVENUES			
Interagency Revenue	6,700	0	6,700
TOTAL REVENUES	6,700	0	6,700

Bureau Description:

The Park CIP has requested to increase the Interagency Agreement with CityFleet for \$6,700 to pay for additional CityFleet services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_223 - BTS - IRNE TPB Inverter Power

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(57,000)	0	(57,000)
Capital Outlay	(53,000)	0	(53,000)
Contingency	110,000	0	110,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce funds appropriated for the IRNE Portland Building Inverter Power operating project. BTS personnel resources have been focused on other issues and projects and will not be able to complete work on this project prior to year-end. Funds for the project will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_224 - BTS - Fire Facilities GO Bond Fund IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	60,000	0	60,000
TOTAL EXPENDITURES	60,000	0	60,000
REVENUES			
Interagency Revenue	60,000	0	60,000
TOTAL REVENUES	60,000	0	60,000

Bureau Description:

This request is to increase by \$60,000 the BTS interagency with the Fire Facilities GO Bond Fund to cover additional radio & video equipment contract charges.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_225 - BTS - Insurance & Claims IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	5,000	0	5,000
TOTAL EXPENDITURES	5,000	0	5,000
REVENUES			
Interagency Revenue	5,000	0	5,000
TOTAL REVENUES	5,000	0	5,000

Bureau Description:

This request is to increase by \$5,000 the BTS interagency with Insurance & Claims to cover additional strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_226 - BTS - Workers' Compensation IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	5,000	0	5,000
TOTAL EXPENDITURES	5,000	0	5,000
REVENUES			
Interagency Revenue	5,000	0	5,000
TOTAL REVENUES	5,000	0	5,000

Bureau Description:

This request is to increase by \$5,000 the BTS interagency with Workers' Compensation to cover additional strategic technology billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_227 - BTS - SAN Storage Expansion

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(450,000)	0	(450,000)
Contingency	450,000	0	450,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$450,000 appropriation for the SAN Storage Expansion project. This is an ongoing project that is expected to incur another \$500,000 in expenses this fiscal year, but the entire budget won't be needed at this time. Additional work is planned for the next five years, so the reduction in appropriation will be added to the project as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_228 - BTS - GIS Infrastructure Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(38,400)	0	(38,400)
Contingency	38,400	0	38,400
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$38,400 appropriations for the GIS Infrastructure Technology Refresh operating project. The project has incurred expenses this fiscal year, but not all the funds will be needed prior to June 30th. This is an ongoing project with requirements planned for the next five years. These funds will be added as a technical adjustment to the project in the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_229 - BTS - Server Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(25,000)	0	(25,000)
Capital Outlay	(25,000)	0	(25,000)
Contingency	50,000	0	50,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$50,000 appropriation for the Server Technology Refresh operating project. The project has incurred expenses this fiscal year and an additional \$100,000 is expected to be spent prior to year-end, but not all of the currently existing appropriation will be needed at this time. This is an ongoing project with requirements over the next five-year period. These funds will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_230 - BTS - E-Government Infrastructure Tech Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(16,000)	0	(16,000)
Contingency	16,000	0	16,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$16,000 appropriations for the E-Government Infrastructure Technology Refresh operating project. Only a portion of the appropriated funds will be needed this fiscal year. This is an ongoing project with requirements for the next five-year period, so these funds will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_231 - BTS - SAN Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	53,000	0	53,000
Contingency	(53,000)	0	(53,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to appropriate an additional \$53,000 for the SAN Technology Refresh operating project to cover actual expenses. This is an ongoing project with requirements that vary greatly from year to year, increasing the difficulty in making accurate budget estimates.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_232 - BTS - Exchange 2013 Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(405,300)	0	(405,300)
Contingency	405,300	0	405,300
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce appropriations by \$405,300 for the Exchange 2013 Technology Refresh operating project. This project was scheduled for FY 2014-15, but personnel in Police and BTS Police IT have had to focus their time on the PSSRP RegJIN project and have been unavailable for other work. Appropriation for this project will be added to the FY 2015-16 budget as a technical adjustment.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_233 - BTS - ONI IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,500	0	2,500
Contingency	3,600	0	3,600
TOTAL EXPENDITURES	6,100	0	6,100
REVENUES			
Interagency Revenue	6,100	0	6,100
TOTAL REVENUES	6,100	0	6,100

Bureau Description:

This request is to increase by \$6,100 the BTS interagency with the Office of Neighborhood Involvement for additional telecomm service, telecomm billable, desktop support and data networks expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_234 - BTS - Police Juniper ISG1000 Firewall Repl

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	90,000	0	90,000
Capital Outlay	(120,000)	0	(120,000)
Contingency	30,000	0	30,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$30,000 the funds appropriated for the Police Juniper ISG1000 Firewall Replacement CIP. In addition, the remaining balance of \$90,000 for the project will be moved from capital to external materials & services - operating supplies to offset actual expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_235 - BTS - Wireless Network 802.11n Capacity Exp

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(30,000)	0	(30,000)
Contingency	30,000	0	30,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to remove \$30,000 in appropriation for the Wireless Network 802.11n Capacity Expansion CIP. The project manager's understanding was that the project was unfunded for the current fiscal year, so no work has been completed or is scheduled to be completed this year on the project. The funding will be reappropriated in FY 2015-16 as a technical adjustment.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_236 - BTS - Avaya Fault Performance Manager

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(22,500)	0	(22,500)
Contingency	22,500	0	22,500
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to eliminate appropriations of \$22,500 for the Avaya Fault Performance Manager operating project. Limited BTS Communications personnel time has made it necessary to reprioritize projects. Appropriation for this project will be added to the FY 2015-16 budget as a technical adjustment.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_237 - BHR-Recognize additional revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	7,000	0	7,000
TOTAL EXPENDITURES	7,000	0	7,000
REVENUES			
Charges for Services	7,000	0	7,000
TOTAL REVENUES	7,000	0	7,000

Bureau Description:

This request within the BHR General Fund budgets \$2000 in additional revenue for Trimet bus pass fees and \$5000 for miscellaneous revenues. The personnel services budget within BHR will be increased to balance the request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_238 - BTS - Planning Function Startup PTE Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(64,614)	0	(64,614)
External Materials and Services	(35,018)	0	(35,018)
Contingency	99,632	0	99,632
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce by \$99,632 appropriation for the Planning Function Startup PTE Services operating project. Part of the project purchase of an Enterprise Architecture software tool has been delayed due to other work. Demos for that tool will occur in the spring, but the actual purchase won't happen until FY 2015-16. These funds will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_239 - BTS - Online Payment Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(232,500)	0	(232,500)
Contingency	232,500	0	232,500
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce appropriation by \$232,500 for the Online Payment Services CIP. This project has begun and will incur some expenses this year, but the majority of expenses will not be incurred until FY 2015-16. These funds will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_240 - BTS - Security Incident & Event Management

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(82,000)	0	(82,000)
Contingency	82,000	0	82,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce appropriations by \$82,000 for the Security Incident & Event Management operating project. Work has begun on the project and expenses will be incurred prior to year-end, but the balance of the expenses won't be incurred until FY 2015-16. These funds will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_241 - BTS - Wireless Intrusion Prevention

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(60,000)	0	(60,000)
Contingency	60,000	0	60,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reduce appropriations by \$60,000 for the Wireless Intrusion Prevention operating project. The project has begun and expenses will be incurred before year-end, but the balance of the expenses won't be incurred until FY 2015-16. These funds will be reappropriated as a technical adjustment to the FY 2015-16 budget.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_244 - Workers' Comp-Transfer COLA increase appropriatn

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	74,739	0	74,739
Contingency	(74,739)	0	(74,739)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from the Workers' Comp salary adjustments contingency account to personnel services. These costs were anticipated when IA rate were developed and placed in the contingency account.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_245 - Ins & Claim-Transfer appropriation for claims

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,150,000	0	2,150,000
Internal Materials and Services	5,000	0	5,000
Contingency	(2,155,000)	0	(2,155,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from the Insurance and Claims contingency account to accounts in External and Internal Materials and Services. The costs of claims initiated prior to June 30 can be accrued to FY 2014-15 much later than other costs like accounts payable, if material. A fund projection for the BMP report assumed a high level of claims will be paid out for FY 2014-15 and this budget adjustment request will provide enough appropriation in the fund to cover these costs. Additionally, services from BTS have been higher than anticipated so this request transfers enough appropriation in to address services projected through the year end.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_246 - Workers' Comp-Transfer appropriation for claims

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	760,000	0	760,000
Internal Materials and Services	5,000	0	5,000
Contingency	(765,000)	0	(765,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The purpose of this budget adjustment request is to transfer appropriation from the Workers' Comp contingency account to accounts in External and Internal Materials and Services. The costs of claims initiated prior to June 30 can be accrued to FY 2014-15 much later than other costs like accounts payable, if material. A fund projection for the BMP report assumed a high level of claims will be paid out for FY 2014-15 and this budget adjustment request will provide enough appropriation in the fund to cover these costs. Additionally, services from BTS have been higher than anticipated so this request transfers enough appropriation in to address services projected through the year end.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_248 - OMF GF-Budget Reduction to fund SAP travel mod

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(60,000)	60,000	0
External Materials and Services	(30,000)	30,000	0
Internal Materials and Services	(10,000)	10,000	0
TOTAL EXPENDITURES	(100,000)	100,000	0
REVENUES			
Fund Transfers - Revenue	0	0	0
General Fund Discretionary	(100,000)	100,000	0
TOTAL REVENUES	(100,000)	100,000	0

Bureau Description:

This request reduces the OMF General Fund Budget by \$100,000 to fund a cash transfer between the General Fund and the EBS Fund. Once the OMF General Fund reduction is recognized by the General Fund, the City Budget Office will setup a cash transfer between the General Fund and the EBS Fund for \$100,000. The cash transfer will pay for implementation of a new travel process with SAP. Business Operations (\$70,000) and Accounting (\$30,000) are using projected one-time unspent balance to fund this request.

The City's travel procedures and forms were last updated in 2007 (pre-SAP) and remain a manual paper-driven process with several approval steps. The CAO's Office is supporting a project to simplify the City's travel procedures and forms to make more effective use of SAP.

CBO Discussion and Recommendation

CBO does not recommend the request. OMF-EBS is an internal service fund that is supported by rates charged to all City bureaus. Implementation of a new travel module should be deliberated by the relevant advisory committees, and if approved and determined to have a Citywide benefit, be paid for via interagency rates per the existing funding model.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_249 - Health Fund Spring Bump I/A Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	90,000	0	90,000
External Materials and Services	41,875	0	41,875
TOTAL EXPENDITURES	131,875	0	131,875
REVENUES			
Interagency Revenue	131,875	0	131,875
TOTAL REVENUES	131,875	0	131,875

Bureau Description:

This Spring Bump request is to recognize revenues into the Health Fund for the extension of benefits for ex-employees who received a targeted severance. In addition, this request includes an Internal Transfer of \$90,000 from materials and services to personnel services to prevent an overexpenditure at year end.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_250 - EBS - Business Operations IA Decrease

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	(10,000)	0	(10,000)
TOTAL EXPENDITURES	(10,000)	0	(10,000)
REVENUES			
Interagency Revenue	(10,000)	0	(10,000)
TOTAL REVENUES	(10,000)	0	(10,000)

Bureau Description:

The Business Operations Division has requested a \$10,000 decrease to their interagency with EBS.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_251 - P&D - PHB IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	14,000	0	14,000
Contingency	1,000	0	1,000
TOTAL EXPENDITURES	15,000	0	15,000
REVENUES			
Interagency Revenue	15,000	0	15,000
TOTAL REVENUES	15,000	0	15,000

Bureau Description:

The Portland Housing Bureau has requested an increase in the Interagency Agreement with P&D for \$15,000 to pay for additional P&D services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_252 - BTS - GIS Infrastructure Technology Refresh

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to move \$5,698 between BTS cost centers. An asset was purchased where the cost needed to be split between statistical internal orders for two operating projects. Since that wasn't possible in SAP, costs will be recorded to a single project and appropriation moved between cost centers to cover the expense.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_253 - CityFleet – Increase Budgeted Beginning Balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	3,498,171	0	3,498,171
TOTAL EXPENDITURES	3,498,171	0	3,498,171
REVENUES			
Budgeted Beginning Fund Balance	3,498,171	0	3,498,171
TOTAL REVENUES	3,498,171	0	3,498,171

Bureau Description:

This request increases the beginning fund balance by \$3,498,171 to match the CAFR ending fund balance for FY 2013-14.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_254 - CityFleet - Cash Transfer from GF for Sears CIP

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	1,202,297	0	1,202,297
TOTAL EXPENDITURES	1,202,297	0	1,202,297
REVENUES			
Fund Transfers - Revenue	1,202,297	0	1,202,297
TOTAL REVENUES	1,202,297	0	1,202,297

Bureau Description:

This request is to establish the cash transfer from the General Fund to CityFleet in the amount of \$1,202,297 for the Jerome Sears fuel tank capital project. The original cash transfer was established with Facilities, but CityFleet will be completing the capital project as the asset will reside in the Fleet fund.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_255 - CityFleet – Inter-fund Loan Payoff from GF

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	423,650	0	423,650
TOTAL EXPENDITURES	423,650	0	423,650
REVENUES			
Bond and Note	423,650	0	423,650
TOTAL REVENUES	423,650	0	423,650

Bureau Description:

In the FY 2014-15 Fall BMP, Council approved decision package MF_003 to repay loans from the General Fund to the Facilities, Fleet, and Technology Service funds. This budget adjustment recognized this inter-fund loan repayment revenue and appropriates it to match approved package MF_003.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_256 - CityFleet – PSSRP Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	12,000	0	12,000
TOTAL EXPENDITURES	12,000	0	12,000
REVENUES			
Interagency Revenue	12,000	0	12,000
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	12,000	0	12,000

Bureau Description:

The PSSRP has requested an increase of \$12,000 in the Interagency Agreement with CityFleet for use of the City's motor pool vehicles.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_257 - CityFleet – Police Bureau IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(546,000)	0	(546,000)
Contingency	(370,303)	0	(370,303)
TOTAL EXPENDITURES	(916,303)	0	(916,303)
REVENUES			
Interagency Revenue	(916,303)	0	(916,303)
TOTAL REVENUES	(916,303)	0	(916,303)

Bureau Description:

The Police Bureau has requested a \$916,303 reduction to the interagency with CityFleet for projected savings in fuel and vehicle replacement line items.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_258 - CityFleet – Police Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	93,000	0	93,000
TOTAL EXPENDITURES	93,000	0	93,000
REVENUES			
Interagency Revenue	93,000	0	93,000
TOTAL REVENUES	93,000	0	93,000

Bureau Description:

This request is to increase the interagency with the Police Bureau for \$93,000 to cover the purchase of two new TriMet vehicles, per resolution 35960 which requires reporting to City Council all new additional and upgraded vehicles to the City's Fleet.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_259 - CityFleet – Parks Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	92,500	0	92,500
TOTAL EXPENDITURES	92,500	0	92,500
REVENUES			
Interagency Revenue	92,500	0	92,500
TOTAL REVENUES	92,500	0	92,500

Bureau Description:

The Parks Bureau has requested to increase the interagency by \$92,500 to cover the purchase of new equipment and vehicles, per resolution 35960. The new vehicles/equipment include; 1 Colorado pickup, 2 ATV's, 1 Dodge Caravan and 1 Toro Dingo Loader.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_260 - CityFleet – Office of Equity IA Reduction

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	(2,179)	0	(2,179)
TOTAL EXPENDITURES	(2,179)	0	(2,179)
REVENUES			
Interagency Revenue	(2,179)	0	(2,179)
TOTAL REVENUES	(2,179)	0	(2,179)

Bureau Description:

The Office of Equity has requested a \$2,176 reduction to the interagency with CityFleet for motor pool services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_261 - BTS - Work Force Management Upgrade

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	50,000	0	50,000
Contingency	(50,000)	0	(50,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to increase by \$50,000 appropriations for the Work Force Management Upgrade project. The addition of PCI (payment card industry) remediation tasks to the project resulted in additional vendor and licensing costs.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_262 - CityFleet – BDS IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	252,000	0	252,000
TOTAL EXPENDITURES	252,000	0	252,000
REVENUES			
Interagency Revenue	252,000	0	252,000
TOTAL REVENUES	252,000	0	252,000

Bureau Description:

The Bureau of Development Services has requested to increase the interagency to purchase 9 new vehicles by \$252,000, per resolution 35960.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_263 - CityFleet – Increase Outside Agency Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	600,000	0	600,000
TOTAL EXPENDITURES	600,000	0	600,000
REVENUES			
Intergovernmental Revenues	600,000	0	600,000
TOTAL REVENUES	600,000	0	600,000

Bureau Description:

This request is to recognize additional outside revenues that will be received in FY 2015 by \$600,000 due to IGA's with Multnomah County and Portland Public Schools. The IGA's are for repair and fuel services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_264 - Accounting - Water Bureau IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	8,000	0	8,000
TOTAL EXPENDITURES	8,000	0	8,000
REVENUES			
Interagency Revenue	8,000	0	8,000
TOTAL REVENUES	8,000	0	8,000

Bureau Description:

This request increases interagency revenue by \$8,000 from the Portland Water Bureau for Accounting Division financial services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_265 - EBS - Salary Contingency Allocation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	10,000	0	10,000
Contingency	(10,000)	0	(10,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to allocate \$10,000 in EBS Salary Contingency. These funds were appropriated as contingency in the FY 2014-15 Adopted Budget to cover cost of living increases paid out to EBS personnel. Allocation of the funds is now necessary to cover incurred expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_266 - P&D - Recognize Additional 1900 Bldg Cash Sales

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	65,000	0	65,000
TOTAL EXPENDITURES	65,000	0	65,000
REVENUES			
Charges for Services	65,000	0	65,000
TOTAL REVENUES	65,000	0	65,000

Bureau Description:

This request is to recognize additional outside revenues that will be received in FY 2015 by \$65,000 due to additional P&D work requested at the 1900 Bldg. shop.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_267 - EBS - SAP travel module

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	100,000	(100,000)	0
TOTAL EXPENDITURES	100,000	(100,000)	0
REVENUES			
Fund Transfers - Revenue	100,000	(100,000)	0
TOTAL REVENUES	100,000	(100,000)	0

Bureau Description:

This request supplements request MF_248 and is a cash transfer between the General Fund and the EBS Fund. Once the OMF General Fund reduction is recognized by the General Fund, the City Budget Office will setup a cash transfer between the General Fund and the EBS Fund for \$100,000. The cash transfer will pay for implementation of a new travel process with SAP Business Operations (\$70,000) and Accounting (\$30,000) are using projected one-time unspent balance to fund this request.

The City's travel procedures and forms were last updated in 2007 (pre-SAP) and remain a manual paper-driven process with several approval steps. The CAO's Office is supporting a project to simplify the City's travel procedures and forms to make more effective use of SAP.

CBO Discussion and Recommendation

CBO does not recommend the request. OMF-EBS is an internal service fund that is supported by rates charged to all City bureaus. Implementation of a new travel module should be deliberated by the relevant advisory committees, and if approved and determined to have a Citywide benefit, be paid for via interagency rates per the existing funding model.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_268 - EBS - Recognize Additional Interest Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	5,000	0	5,000
TOTAL EXPENDITURES	5,000	0	5,000
REVENUES			
Miscellaneous	5,000	0	5,000
TOTAL REVENUES	5,000	0	5,000

Bureau Description:

This request recognizes and appropriates additional interest revenues to better align with projected actuals.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: Technical Adjustment

Request: MF_269 - GO Debt Fund Unspent Proceeds

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Taxes	(4,000)	0	(4,000)
Fund Transfers - Revenue	4,000	0	4,000
TOTAL REVENUES	0	0	0

Bureau Description:

This adjustment reflects unspent bonds proceeds from the Public Safety bonds to be transferred to the debt fund to pay debt service on the bonds from which they were issued. The transfer from the public safety fund reflects the unspent proceeds and the corresponding reduction in prior year collections is used to balance the transaction as the debt service is fixed and has already been appropriated.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: New Request

Request: MF_270 - Urban Renewal Debt Service True up

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	2,452,094	0	2,452,094
Bond Expenses	3,543,086	0	3,543,086
TOTAL EXPENDITURES	5,995,180	0	5,995,180
REVENUES			
Budgeted Beginning Fund Balance	9,365	0	9,365
Taxes	3,782,706	0	3,782,706
Bond and Note	2,195,035	0	2,195,035
Miscellaneous	8,074	0	8,074
TOTAL REVENUES	5,995,180	0	5,995,180

Bureau Description:

The adopted budget is completed before the property values are known and reflects a conservative estimate of the urban renewal tax increment collections. These budget adjustments reflect technical adjustments to true up estimated urban renewal tax increment collections based on actual assessed values released by the County in November. The appropriations reflect payment of additional debt service which is the only eligible use of tax increment revenues.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Fund & Debt Management

Type: New Request

Request: MF_271 - Debt - Harbor Restoration Loan

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	3,200,000	0	3,200,000
Bond Expenses	20,000	0	20,000
TOTAL EXPENDITURES	3,220,000	0	3,220,000
REVENUES			
Bond and Note	3,220,000	0	3,220,000
TOTAL REVENUES	3,220,000	0	3,220,000

Bureau Description:

These budget adjustments reflect borrowing and release of funds for the Portland Harbor Restoration Project. The Portland Harbor Restoration appropriation amounts are supported by Council Ordinance #186911 and cover the borrowing and release of funds as well as the payment of costs of issuing the bonds and debt service amounts.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_272 - CityFleet – Salary Adjustment Contingency

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	323,177	0	323,177
Contingency	(323,177)	0	(323,177)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to move \$323,177 in bureau contingency funds budgeted for cost of living and health care increases.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_273 - CityFleet – Technical Adjustment Major Object Co

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	175,000	0	175,000
Contingency	(175,000)	0	(175,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to move from contingency \$175,000 into External Materials & Services so there is sufficient appropriation for additional GPS, Bar None Auction charges and the State Air Space Lease.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_274 - CityFleet – Increase IA with PBOT

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	100,000	0	100,000
Contingency	(100,000)	0	(100,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to increase the interagency with PBOT by \$100,000 to cover additional expenses for street paving.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_275 - CityFleet – Fire IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	48,500	0	48,500
TOTAL EXPENDITURES	48,500	0	48,500
REVENUES			
Interagency Revenue	48,500	0	48,500
TOTAL REVENUES	48,500	0	48,500

Bureau Description:

This request is to increase the interagency with the Fire Bureau for \$48,500 to cover the purchase of a forklift and two surplus vehicles, per resolution 35960 which requires reporting to City Council all new additional and upgraded vehicles to the City's Fleet.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_277 - BTS - Mayor's Office IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	15,000	0	15,000
Contingency	15,000	0	15,000
TOTAL EXPENDITURES	30,000	0	30,000
REVENUES			
Interagency Revenue	30,000	0	30,000
TOTAL REVENUES	30,000	0	30,000

Bureau Description:

This request is to increase by \$30,000 the BTS interagency with the Mayor's Office to cover additional telecomm service, cellular phones, data networks and operations billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_278 - BHR-GF and Health-4th Floor Carpet Replacement

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(57,000)	0	(57,000)
Internal Materials and Services	57,000	0	57,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request creates a \$57,000 interagency with Facilities for carpet replacement on BHR's share of the Portland Building 4th floor. The request will be funded internally with BHR General Fund paying 75% and BHR Health Fund paying 25%.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_279 - Fac - Match BHR IA Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	57,000	0	57,000
TOTAL EXPENDITURES	57,000	0	57,000
REVENUES			
Interagency Revenue	57,000	0	57,000
TOTAL REVENUES	57,000	0	57,000

Bureau Description:

This is a request to match an IA increase by BHR for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_280 - Fac - Match Mayor's Office IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	15,000	0	15,000
REVENUES			
Interagency Revenue	15,000	0	15,000
TOTAL REVENUES	15,000	0	15,000

Bureau Description:

This is a request to match an IA increase by the Mayor's Office for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_282 - Fac - Recognize Unbudgeted Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	697,977	0	697,977
TOTAL EXPENDITURES	697,977	0	697,977
REVENUES			
Charges for Services	165,091	0	165,091
Intergovernmental Revenues	193,871	0	193,871
Miscellaneous	339,015	0	339,015
TOTAL REVENUES	697,977	0	697,977

Bureau Description:

This is a request to recognize \$697,977 in unbudgeted revenues for operations and maintenance charges to commercial tenants, services and fees, interest on investments, miscellaneous sales, and property management services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_284 - Fac - Match Govt Relations IA Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	14,000	0	14,000
TOTAL EXPENDITURES	14,000	0	14,000
REVENUES			
Interagency Revenue	14,000	0	14,000
TOTAL REVENUES	14,000	0	14,000

Bureau Description:

This is a request to match an IA increase by Government Relations for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_285 - Fac - Budget PCC Funding to Capital Project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

In the FY 2014-15 Fall BMP, Council approved decision package MF_107 for the PCC Roof Project. This request is to make a net zero technical adjustment of the \$2,476,210 approved for this project, and move it to the project's funded program, B00017.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_286 - Procurement - Recognize liquidated damages rev

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	17,763	0	17,763
TOTAL EXPENDITURES	17,763	0	17,763
REVENUES			
Charges for Services	17,763	0	17,763
TOTAL REVENUES	17,763	0	17,763

Bureau Description:

This request recognizes \$17,763 in new revenue above the budgeted amount from liquidated damages received this fiscal year. The City collects liquidated damages when contractors fail to meet Workforce Training and Hiring Program and Good Faith Effort Program requirements on City contracts. Procurement Services expects to expense all the funds to Community Based Organizations by the end of the fiscal year. External Materials Services budget has been increased to balance this request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
 FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_287 - Fac - Match Police Bureau Technical Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
REVENUES			
Interagency Revenue	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This is a net zero request to match a Police Bureau technical adjustment to a funded program error.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_288 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	10,148	0	10,148
TOTAL EXPENDITURES	10,148	0	10,148
REVENUES			
Fund Transfers - Revenue	10,148	0	10,148
TOTAL REVENUES	10,148	0	10,148

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the Mayor

Type: New Request

Request: MY_005 - Mayor - Last Thursday

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	3,500	(3,500)	0
TOTAL EXPENDITURES	3,500	(3,500)	0
REVENUES			
General Fund Discretionary	3,500	(3,500)	0
TOTAL REVENUES	3,500	(3,500)	0

Bureau Description:

Request for anticipated June 2015 Last Thursday costs.

CBO Discussion and Recommendation

Not recommended. CBO does not recommend additional funding for this request in the Spring BMP because the year-end spending projections as of March 2015 indicate that the office will have sufficient resources to fund this item. CBO will continue to monitor the office's budget and will recommend amendments as necessary in the Over-Expenditure Ordinance process to prevent any over-expenditures at year-end.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the Mayor

Type: Technical Adjustment

Request: MY_006 - Mayor - COCL Revenue from Police

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	44,980	0	44,980
TOTAL EXPENDITURES	44,980	0	44,980
REVENUES			
General Fund Discretionary	44,980	0	44,980
TOTAL REVENUES	44,980	0	44,980

Bureau Description:

Recognize a transfer of funding from the Police Bureau to fund an IGA with PSU for a Compliance Officer and Community Liaison survey.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding transfer from Police Bureau (PL_021) to the Mayor's Office for the same amount, resulting in a net zero impact on General Fund resources.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the Mayor

Type: Program Carryover Request

Request: MY_007 - COCL Carry-over IGA with PSU

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(16,770)	(5,720)	(22,490)
TOTAL EXPENDITURES	(16,770)	(5,720)	(22,490)
REVENUES			
General Fund Discretionary	(16,770)	(5,720)	(22,490)
TOTAL REVENUES	(16,770)	(5,720)	(22,490)

Bureau Description:

Carry over half of the funding from Police requested in MY_006 for an IGA with PSU for Compliance Officer and Community Liaison community survey for the portion to be paid in FY 2015-16.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the Mayor

Type: Technical Adjustment

Request: MY_008 - Mayor - BMA Transfer to OEHR

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(100,000)	0	(100,000)
TOTAL EXPENDITURES	(100,000)	0	(100,000)
REVENUES			
General Fund Discretionary	(100,000)	0	(100,000)
TOTAL REVENUES	(100,000)	0	(100,000)

Bureau Description:

Transfer \$100,000 to the Office of Equity and Human Rights for administering the Black Male Achievement program.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding transaction in the Office of Equity and Human Rights (OE_007) to receive the transfer amount from the Mayor's Office.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of the Mayor

Type: Technical Adjustment

Request: MY_009 - Mayor - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(105,000)	0	(105,000)
External Materials and Services	60,000	0	60,000
Internal Materials and Services	45,000	0	45,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Move authority from Personnel Services to External and Internal Materials and Services to better align budget authority with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_016 - Interagency Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(17,805)	0	(17,805)
Internal Materials and Services	17,805	0	17,805
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

The DCL report and the Community summit had printing requirements that were not outlined in the base budget. This moves existing External M&S into Internal M&S to cover the expenses. Also moves some funding from external M&S to Internal for the COAB/Mental health program.

CBO Discussion and Recommendation

Recommended as requested. \$10,550 is being transferred for the printing costs, while \$7,255 is transferred for BTS and Facilities services for the COAB/Mental health program.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: New Request

Request: NI_017 - Increase Liquor License Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	5,067	0	5,067
External Materials and Services	10,000	0	10,000
Internal Materials and Services	8,933	0	8,933
TOTAL EXPENDITURES	24,000	0	24,000
REVENUES			
Charges for Services	24,000	0	24,000
TOTAL REVENUES	24,000	0	24,000

Bureau Description:

Recognizing increased liquor license revenues. In the past, ONI has carried over excess revenues to future years. That is no longer an accepted method, so ONI is budgeting excess revenues in the year they are earned. These revenues will fund overages in liquor license printing and mailing expenses, casual employees during the busy season, as well as travel expenses for conference.

CBO Discussion and Recommendation

Recommended as requested. CBO's year-end projections for Charges for Services are in line with the bureau's.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_018 - New Portlanders Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	58,569	0	58,569
External Materials and Services	6,097	0	6,097
Internal Materials and Services	1,200	0	1,200
TOTAL EXPENDITURES	65,866	0	65,866
REVENUES			
General Fund Discretionary	65,866	0	65,866
TOTAL REVENUES	65,866	0	65,866
FTE			
Full-Time Positions	0.58	0.00	0.58
TOTAL FTE	0.58	0.00	0.58

Bureau Description:

The New Portlanders Program transferred to ONI in December. This request for funding corresponds with an equal reduction at the Office of Equity and Human Rights.

CBO Discussion and Recommendation

Recommended as requested. Consisting of one FTE, the program provides presentations on the value of human migrations to the city and creates partnerships between City bureaus and diverse community organizations that seek to produce more equitable City services. In addition, the program staffs the work of the New Portlanders Policy Council, formerly the Mayor's Immigrant & Refugee Task Force, that provides community guidance and support for the strategic direction of the New Portlanders program. In budgeting for the position, ONI used a beginning date of December 2014. The corresponding reduction in OEHR is in request OE_012.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: New Request

Request: NI_019 - Additional Noise Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	11,000	0	11,000
External Materials and Services	27,000	0	27,000
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	38,000	0	38,000
REVENUES			
Charges for Services	38,000	0	38,000
TOTAL REVENUES	38,000	0	38,000

Bureau Description:

Noise Revenues are trending well above historical levels. ONI is budgeting this anticipated excess revenue to cover expenses for casual employees during the busy season, and some expected additional external M&S including some portable technology expenses, noise conference expenses, & remote office set-up expenses.

CBO Discussion and Recommendation

Recommended as requested. CBO's year-end projections for Charges for Services are in line with the bureau's. A large portion of the revenues comes from noise variances, which include construction noise. The recession reduced the amount of development and construction work and therefore, resulted in reduced revenues for a number of years. With the recent increases in development as the economy improves, there has been an increase in more costly noise variances. There has also been an increase in citations on violation cases, but the impact of that on revenues is less notable.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_020 - EPNO Casual employees

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	27,000	0	27,000
External Materials and Services	(27,000)	0	(27,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The East Portland Neighborhood Office is a City run office. Often we employ casual employees to perform some of the work. This transfer covers expected expenses related to casual employees. Moves \$27,000 from External M&S to Personnel.

CBO Discussion and Recommendation

Recommended as requested. When developing its Adopted Budget, the bureau is uncertain of how much the two City-run neighborhood coalition offices (EPNO and NPNS) would end up spending on casual employees and usually transfers the needed budget from external materials & services during the Spring BMP.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_021 - EPAP grants to City Offices

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(43,040)	0	(43,040)
TOTAL EXPENDITURES	(43,040)	0	(43,040)
REVENUES			
General Fund Discretionary	(43,040)	0	(43,040)
TOTAL REVENUES	(43,040)	0	(43,040)

Bureau Description:

EPAP has awarded Grants of \$36,040 to the Police Bureau for ESL driver training, and \$7,000 to Parks for Mobile Summer Playgrounds. ONI is reducing EPAP funding while Police and Parks will have corresponding funding increases.

CBO Discussion and Recommendation

Recommended as requested. Funding for the East Portland Action Plan includes budget for grants to organizations doing projects in East Portland, usually to outside non-profit organizations but also to internal entities. CBO has indicated to the bureau that this is the best method to transfer the funding from ONI to other City bureaus. The corresponding requests increasing PPB and PPR's budgets are PL_021 and PK_028.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Program Carryover Request

Request: NI_022 - Historic Kenton Firehouse Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(95,500)	0	(95,500)
TOTAL EXPENDITURES	(95,500)	0	(95,500)
REVENUES			
Charges for Services	0	0	0
General Fund Discretionary	(95,500)	0	(95,500)
TOTAL REVENUES	(95,500)	0	(95,500)

Bureau Description:

\$95,500 of one-time funding for improvements at the Historic Kenton Firehouse. These funds will not be expended prior to June 30, 2015. ONI is requesting the funding to carryover to FY2016.

CBO Discussion and Recommendation

Recommended as requested. Last year during the Spring BMP, Council approved ONI's carryover of \$90,000 of resources originally budgeted for another program so that ONI could implement the ADA improvements at the firehouse. In addition, the bureau received \$5,500 of additional General Fund resources during the Fall BMP for unplanned construction requirements. Total project costs are currently still estimated to be the same, but ONI is working off of the architectural estimates and does not have a contract yet for the work. The bureau will know more about costs once the contract is put out to bid and the bureau secures a contractor for the work in the next several months.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Program Carryover Request

Request: NI_023 - Noise Revenue Reserve

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(56,742)	0	(56,742)
TOTAL EXPENDITURES	(56,742)	0	(56,742)
REVENUES			
General Fund Discretionary	(56,742)	0	(56,742)
TOTAL REVENUES	(56,742)	0	(56,742)

Bureau Description:

The Noise Program moved to ONI from BDS in FY2013-14. In Spring BMP FY2013-14 BDS transferred \$56,742 of accumulated Noise Program reserves to ONI. This is excess program revenue meant to serve as a cushion to the program when revenues fall short of projections. As a General Fund Bureau, ONI is prohibited from creating its own reserve fund, so we are asking for these funds to be carried over to FY2015-16.

CBO Discussion and Recommendation

Recommended as requested. The reserve funds from BDS were intended to be used in years when revenues fall short due to a decrease in variance applications, and that is the purpose for which the bureau is seeking to carry forward to future years. If the funds are required to be spent, then the bureau has a list of important program needs that could be addressed with the funds, including purchase of a mobile noise meter that can withstand weather to allow readings to be taken without requiring staff to be present, temporary staffing to deal with a high volume of work seasonally, and/or purchase of a vehicle for site visits and inspections. In request NI_019, ONI is requesting to budget an additional \$38,000 in noise revenues due to an improved economic climate. CBO is recommending the carryover into FY 2015-16, but does not recommend any further carryovers into future years. Since the Noise program is partially funded by General Fund discretionary resources and is now in a General Fund bureau, any shortfalls in revenues should be managed by bureau actions and if needed, requests from General Fund contingency. City financial policy notes that unspent General Fund resources should return to the General Fund at the end of the fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: New Request

Request: NI_024 - NPNS Revenue for outside programs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	18,800	0	18,800
TOTAL EXPENDITURES	18,800	0	18,800
REVENUES			
Miscellaneous	18,800	0	18,800
TOTAL REVENUES	18,800	0	18,800

Bureau Description:

NPNS employs casual staff that run the North Portland Tool Library, and do special projects for the non-profit partner of the agency - the Kenton Action Plan. Employees who work on these projects are funded entirely by the Kenton Action Plan. This request recognizes the expected expenses and revenues related to these projects at NPNS.

CBO Discussion and Recommendation

Recommended as requested. In addition to reimbursing ONI for personnel expenses for the North Portland Tool Library, North Portland Community Works is also reimbursing for work on the Blue Heron Wetlands Restoration project, which is ultimately funded by a grant from Metro.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_025 - NPNS Casual employees

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	5,000	0	5,000
External Materials and Services	(5,000)	0	(5,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The North Portland Neighborhood Services office employs casual staff for various purposes. This request recognizes the expected expenses related to these casual employees and moves the budget to Personnel from External M&S.

CBO Discussion and Recommendation

Recommended as requested. When developing its Adopted Budget, the bureau is uncertain of how much the two City-run neighborhood coalition offices (EPNO and NPNS) would end up spending on casual employees and usually transfers the needed budget from external materials & services during the Spring BMP.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: New Request

Request: NI_026 - Crime Prevention Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	4,000	0	4,000
TOTAL EXPENDITURES	4,000	0	4,000
REVENUES			
Miscellaneous	4,000	0	4,000
TOTAL REVENUES	4,000	0	4,000

Bureau Description:

Crime prevention revenues related to the sale of Neighborhood and Business watch signs. The revenue will be used to purchase additional signs & stickers to replenish stock.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: New Request

Request: NI_027 - Staff upgrade related to New Portlander Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	4,735	(4,735)	0
TOTAL EXPENDITURES	4,735	(4,735)	0
REVENUES			
General Fund Discretionary	4,735	(4,735)	0
TOTAL REVENUES	4,735	(4,735)	0

Bureau Description:

Funding related to the transfer of the New Portlanders Program to ONI. This \$4,735 of funding was to re-classify current ONI staff to levels commensurate with the new staff added.

CBO Discussion and Recommendation

Recommended as requested. The reclass is from an Assistant Program Specialist to a Program Specialist in the Youth Outreach program. This action was decided upon as a part of the agreement for ONI to accept the New Portlanders program and was intended to make compensation more equitable for equivalent levels of work between ONI's existing programs and the New Portlanders program. A final decision to fund this reclassification ongoing with additional resources starting in FY 2015-16 has not yet been made. CBO is not recommending additional resources to fund the reclassification this year because both the bureau and CBO's year-end projections indicate that the bureau should be able to absorb the \$4,735 in additional costs. Spending during the rest of the year should be closely monitored and, if necessary, additional resources can be budgeted during the Over-Expenditure Ordinance to prevent any overspending.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_028 - Disability Program Project Staffing

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	18,000	0	18,000
External Materials and Services	(18,000)	0	(18,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The disability program hired 3 Community Service Aides during the calendar year for specific projects:

One was hired to do video production work on the emergency preparedness training video for people with disabilities. Another is working 4 months 12 hours a week on revitalizing The Disability News, as well as ONI calendar updates for disability events, and planning a disability communication Convex. The 3rd is currently helping with the design and strategic planning for a disability community neighborhood beyond geographic boundary. Total of \$18,000.

CBO Discussion and Recommendation

Recommended as requested. Work on the video costed \$8,551, and the funding was originally designated for that project but was budgeted in EMS. Work on the other two projects is expected to cost about \$9,200, and the funding for these is from general Disability funds, which partly focuses on the two projects' work on communications and community capacity building. "Communities beyond neighborhood boundaries" is the concept that neighborhoods provide organizing around issues that are relevant to their geographic area, but that there are other communities that are not defined by a geographic boundary such as the disability community, homeless, floating homes, people of color, immigrants and refugees, youth, etc. It is part of where the Diversity and Civic Leadership program developed as well. The Disability program continues to explore opportunities to more strategically train and organize the disability community.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_029 - Graffiti seasonal staff

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	5,000	0	5,000
External Materials and Services	(5,000)	0	(5,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Graffiti casual seasonal staff for spring & expected existing staff absence. \$5000

CBO Discussion and Recommendation

Recommended as requested. The transfer is from another program - Liquor Licensing. Without any budget adjustments, the Graffiti program was projected to overspend due to a large number of invoices submitted this year resulting from a staff person being on leave for much of last year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Technical Adjustment

Request: NI_030 - COAB Assistant Program Specialist funding

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	13,000	0	13,000
External Materials and Services	(13,000)	0	(13,000)
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

Move \$13,000 up to Personnel for the COAB Assistant Program Specialist Position. ONI received \$45,000 mid-year as External M&S. ONI anticipates hiring for the approved position in May. This transfer of \$13,000 to personnel should cover the expenses.

CBO Discussion and Recommendation

Recommended as requested. The \$45,000 of additional General Fund resources was approved by City Council via Ordinance 186967, which specified that part of the funds should be used for staffing purposes. A limited term position designated to end at the end of this fiscal year has been created, but there is currently no approval or funding for the position to extend into FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Neighborhood Involvement

Type: Compensation Set Aside Request

Request: NI_031 - Comp Set-aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	20,000	0	20,000
TOTAL EXPENDITURES	20,000	0	20,000
REVENUES			
General Fund Discretionary	20,000	0	20,000
TOTAL REVENUES	20,000	0	20,000

Bureau Description:

ONI has had few vacancies this FY and fully funded many part-time positions with other revenues, or transfers from External Materials & Services. There is some uncertainty around one employee currently employed, but not currently being paid. If this employee remains on unpaid status for the remainder of the year, we would probably not need this set-aside, but in the spirit of prudence, we need to request the set-aside.

CBO Discussion and Recommendation

Recommended as requested. CBO projections for personnel services are in line with the bureau's.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Technical Adjustment

Request: OE_006 - Transfer Resources for BMA Initiative

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	23,100	0	23,100
External Materials and Services	76,900	0	76,900
TOTAL EXPENDITURES	100,000	0	100,000
REVENUES			
General Fund Discretionary	100,000	0	100,000
TOTAL REVENUES	100,000	0	100,000

Bureau Description:

OEHR is submitting two decision packages to support the creation of a City program coordinating the BMA initiative in Portland. The first package transfers \$100,000 of one-time general fund resources from the Mayor's budget to OEHR; \$40,000 of this will support this program in FY 2014/15.

CBO Discussion and Recommendation

Recommended as requested. This package, in conjunction with MY_008, a request from the Mayor's Office to transfer \$100,000 in one-time funds to OEHR in the Spring BMP, results in a net zero financial impact to the City. In addition, in the FY 2015-16 Requested budget, OEHR requests to move 1.0 FTE and \$100,000 of ongoing funds from the Mayor's Office to establish a permanent Black Male Achievement program in OEHR (see OE_ 01).

The BMA program will support a collaborative effort of community, government, non-profit and for-profit organizations convened for Portland's BMA initiative in 2014. The goal of the initiative is to create access to jobs and mentoring, and to remove barriers that impede access to education, employment, public safety and community & family stability for black boys and men. OEHR will also develop more specific performance measures and targeted outcomes for the program.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Program Carryover Request

Request: OE_007 - Carry Over Portion of BMA Budget

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(60,000)	0	(60,000)
TOTAL EXPENDITURES	(60,000)	0	(60,000)
REVENUES			
General Fund Discretionary	(60,000)	0	(60,000)
TOTAL REVENUES	(60,000)	0	(60,000)

Bureau Description:

OEHR is submitting two decision packages to support the creation of a City program coordinating the BMA initiative in Portland. This second package carries forward \$60,000 of the \$100,000 one-time general fund resource transferred from the Mayor's office in order to provide a materials & services budget for the program in FY 2015/16. (Note: OEHR's FY 2015/16 Requested Budget includes a decision package that will fund a permanent BMA program coordinator.)

CBO Discussion and Recommendation

Recommended as requested. This action provides budget for external materials & services and internal materials & services for OEHR's planned Black Male Achievement program in FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Program Carryover Request

Request: OE_008 - Carry Over Transition Plan Funding

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(98,723)	0	(98,723)
TOTAL EXPENDITURES	(98,723)	0	(98,723)
REVENUES			
General Fund Discretionary	(98,723)	0	(98,723)
General Fund Overhead	0	0	0
TOTAL REVENUES	(98,723)	0	(98,723)

Bureau Description:

OEHR is requesting Council approval to carry over \$98,723 funding for the ADA Transition Plan. This resource was transferred to OEHR along with the Title II & Title VI Civil Rights Program on 7/1/2014. These resources will support the extension of the limited-term transition plan program coordinator for one year (through 6/30/2015).

CBO Discussion and Recommendation

Recommended as requested. These one-time resources were transferred to OEHR from OMF-Facilities to support the Civil Rights Program effective 7/1/2014. The funds were intended to support the implementation of the ADA Transition plan, and the bureau was asked to submit a spending plan for the funds. With the approval of this request, OEHR will be able to retain a limited-term 1.0 FTE to coordinate, report, and provide technical assistance to advance the removal of barriers to access in affected bureaus through FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: New Request

Request: OE_009 - Receive OMF Facilities Funding for CR Program

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	30,076	0	30,076
TOTAL EXPENDITURES	30,076	0	30,076
REVENUES			
Interagency Revenue	30,076	0	30,076
TOTAL REVENUES	30,076	0	30,076

Bureau Description:

OEHR is requesting Council approval for establishing an interagency agreement between OEHR and OMF Facilities Services for services rendered by OHER during the transition of the Civil Rights Program during the summer of 2014.

CBO Discussion and Recommendation

Recommended as requested. This package is funded by \$30,076 from OMF-Facilities contingency (see MF_269), and increases the FY 2014-15 Civil Rights program budget from \$463,165 to \$493,241. During the summer of 2014, at the request of OMF-Facilities, OEHR double-filled a Civil Rights limited-term program manager position to allow the temporary appointee to continue in City employment at the same time the permanent appointee was hired. This temporary appointee worked for several months on OMF-specific Title II transition plan and Title VI activities, including the implementation of the Model Employer Initiative and the ADA Transition plan.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Program Carryover Request

Request: OE_010 - Carry Over Culturally Specific Mentorship Budget

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(10,000)	0	(10,000)
TOTAL EXPENDITURES	(10,000)	0	(10,000)
REVENUES			
General Fund Discretionary	(10,000)	0	(10,000)
TOTAL REVENUES	(10,000)	0	(10,000)

Bureau Description:

OEHR is requesting Council approval to carry over \$10,000 in one-time general fund resources for the culturally-specific mentorship pilot. The implementation of this pilot has been delayed due to capacity issues within the City employee cultural affinity group originally targeted to create this mentorship program. This program was funded in FY 2014/15 by realignment of resources within OEHR's CAL (current appropriation level) target.

CBO Discussion and Recommendation

Recommended as requested. Though implementation of the pilot has been delayed in FY 2014-15, OEHR plans to utilize DEEP, the City's umbrella cultural affinity group, to create the program in FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Program Carryover Request

Request: OE_011 - Carry Over Civil Rights Program Budget

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(7,500)	7,500	0
TOTAL EXPENDITURES	(7,500)	7,500	0
REVENUES			
General Fund Discretionary	(7,500)	7,500	0
TOTAL REVENUES	(7,500)	7,500	0

Bureau Description:

This package requests to carry over \$7,500 in funding to hire a consultant to provide a professional services training in FY 2015/16 for the network of bureau Title II and Title VI coordinators.

CBO Discussion and Recommendation

CBO does not recommend this request.

This package is related to OE_014, which moves \$7,500 from OEHR's internal materials & services budget into the bureau's external materials & services category. This package requests to carry over those resources into FY 2015-16 to hire a consultant to provide training for Title II and Title VI bureau liaisons. However, OEHR's Civil Rights program has both staff and funding resources in the FY 2015-16 budget to conduct this type of training during the course of the year. Furthermore, as bureau liaisons are expected to change periodically, Title II and VI education is an ongoing need that will likely need to be revisited. If the plan for this training is fully developed, OEHR may still elect to conduct the training in FY 2014-15.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Technical Adjustment

Request: OE_012 - Transfer New Portlander Program to ONI

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(58,569)	0	(58,569)
External Materials and Services	(5,118)	0	(5,118)
Internal Materials and Services	(2,179)	0	(2,179)
TOTAL EXPENDITURES	(65,866)	0	(65,866)
REVENUES			
General Fund Discretionary	(65,866)	0	(65,866)
TOTAL REVENUES	(65,866)	0	(65,866)
FTE			
Full-Time Positions	0.58	0.00	0.58
TOTAL FTE	0.58	0.00	0.58

Bureau Description:

OEHR is requesting Council approval to transfer resources associated with the New Portlander Program, transferred to ONI effective 12/2/2014.

CBO Discussion and Recommendation

This package is recommended as requested.

This package reflects the programmatic transfer of resources associated with the New Portlander Program to ONI in the middle of FY 2014-15. ONI's corresponding package in the Spring BMP (NI_018), results in a net zero impact on the City's budget. A related package in the FY 2015-16 budget (OE_04) requests to transfer 1.0 FTE and \$113,828 of ongoing general fund discretionary resources associated with the New Portlander Program to ONI in FY 2015-16 and the years thereafter.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: New Request

Request: OE_013 - Appropriate Miscellaneous Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,411	0	1,411
TOTAL EXPENDITURES	1,411	0	1,411
REVENUES			
Charges for Services	1,411	0	1,411
TOTAL REVENUES	1,411	0	1,411

Bureau Description:

OEHR is requesting Council approval to appropriate minor revenues associated with the Human Rights Commission.

CBO Discussion and Recommendation

This package is recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Technical Adjustment

Request: OE_014 - Approve Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	7,500	0	7,500
Internal Materials and Services	(7,500)	0	(7,500)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

OEHR is requesting Council approval for a package of technical adjustments with neither programmatic impact nor net change in budget at the bureau level.

CBO Discussion and Recommendation

Recommended as requested. This adjustment moves resources originally transferred to OEHR from OMF-Facilities to support the Civil Rights Program in FY 2014-15; the package has a net zero impact on the bureau's budget. See OE_011 for OEHR's requested use of the resources.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Office of Equity & Human Rights

Type: Program Carryover Request

Request: OE_015 - Carry Over 2% of Translation/Interpretation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(2,000)	0	(2,000)
TOTAL EXPENDITURES	(2,000)	0	(2,000)
REVENUES			
General Fund Discretionary	(2,000)	0	(2,000)
TOTAL REVENUES	(2,000)	0	(2,000)

Bureau Description:

OEHR is requesting Council approval to carry over \$2,000 funding from the \$100,000 Title VI translation & interpretation pool established by City Council in the FY 2014/15 Fall BMP. This resource will be used by Portland Parks & Recreation for translation services for Fall Cleanup trainings at community gardens.

CBO Discussion and Recommendation

Recommended as requested. This decision package seeks to carry over \$2,000 of funding from OEHR's translation pool to cover translation services for a Portland Parks & Recreation event in the fall of 2015. The translation pool is made up of \$100,000 in one-time resources, and is available to City bureaus to apply for match funding for translation, interpretation, and/or community engagement services. In FY 2014-15 Q3, the fund was open only to emergency services bureaus, and to bureaus that had time-sensitive requests. Portland Parks & Recreation has asked OEHR to reserve this \$2,000 to provide translation services at a community event planned for fall 2015. The bureau predicts that the remaining \$88,465 will be enough to cover any additional requests from bureaus in FY 2014-15.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Affairs

Type: Technical Adjustment

Request: PA_003 - Children's Levy - Personnel Svcs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	24,000	0	24,000
Contingency	(24,000)	0	(24,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Request is to increase to Personnel Services to cover additional health insurance benefits costs and increased hours of staff.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Affairs

Type: Technical Adjustment

Request: PA_004 - GCDV - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	40,000	0	40,000
External Materials and Services	(40,000)	0	(40,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Move budget authority from External Materials and Services into Personnel Services to better align budget authority with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Affairs

Type: New Request

Request: PA_005 - GCDV - Jobs Plus

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	15,863	0	15,863
TOTAL EXPENDITURES	15,863	0	15,863
REVENUES			
Miscellaneous	15,863	0	15,863
TOTAL REVENUES	15,863	0	15,863

Bureau Description:

Recognize revenue from the Department of Human Services Jobs Plus Program. The Department of Human Services reimburses at the rate of \$1 less minimum wage for an employee working for the Gateway Center for Domestic Violence.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Affairs

Type: New Request

Request: PA_006 - GCDV - Multnomah County

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	27,000	0	27,000
TOTAL EXPENDITURES	27,000	0	27,000
REVENUES			
Intergovernmental Revenues	27,000	0	27,000
TOTAL REVENUES	27,000	0	27,000

Bureau Description:

Recognize revenue from Multnomah County for navigator services for work related to the Gateway Center for Domestic Violence.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Program Carryover Request

Request: PK_016 - Spring BMP - Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	27,606	0	27,606
External Materials and Services	(363,867)	0	(363,867)
Internal Materials and Services	15,780	0	15,780
Capital Outlay	(1,654,601)	0	(1,654,601)
Contingency	0	0	0
TOTAL EXPENDITURES	(1,975,082)	0	(1,975,082)
REVENUES			
Intergovernmental Revenues	(1,975,082)	0	(1,975,082)
TOTAL REVENUES	(1,975,082)	0	(1,975,082)

Bureau Description:

This Package is to recognize grant carryover and any other grant adjustments.

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests to carryover grant funding into FY 2015-16 in order to more accurately reflect project expenditures and expected reimbursements. Carryover is requested for six grant funded projects, including After School Meal Program, Marshall Park Play Rehabilitation, Springwater Trail Gap, Thomas Cully Park, Washington Park, and Whitaker Pond Access.

The bureau has reported that there are no overall changes in any of the project timelines, scope or overall cost related to these grant-funded projects.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_017 - Spring BMP - Technical

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	112,849	0	112,849
External Materials and Services	729,770	0	729,770
Internal Materials and Services	242,184	0	242,184
Capital Outlay	(2,984,803)	0	(2,984,803)
Contingency	1,900,000	0	1,900,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Taxes	(756)	0	(756)
Charges for Services	4,524	0	4,524
Fund Transfers - Revenue	0	0	0
Miscellaneous	(3,768)	0	(3,768)
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0
FTE			
Full-Time Positions	0.00	0.00	0.00
TOTAL FTE	0.00	0.00	0.00

Bureau Description:

Technical adjustments between major object categories, cost center, commitment items and new fleet adds done through the budget process per resolution 35960. None of the adjustments impact fund size or contingency.

CBO Discussion and Recommendation

Recommended as requested.

This request includes a number of adjustments, many of which are technical. Those that are substantive shifts of funding consist of a net decrease of \$1.9 million in SDC-funded projects, which will be budgeted to contingency in FY 2014-15 and reallocated to projects in FY 2015-16. This request reallocates capital program budgets from noncentral city acquisitions and project costs to contingency. There are also increased project budgets to South Waterfront Greenway (\$1.2 million), Gateway Green (\$500,000), acquisitions at Leach Park (\$423,000), in addition to several other small budget increases.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_018 - Spring BMP - New Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	308,196	0	308,196
External Materials and Services	199,880	0	199,880
Internal Materials and Services	145,568	0	145,568
Capital Outlay	(1,968,345)	0	(1,968,345)
Fund Transfers - Expense	(695,241)	0	(695,241)
Contingency	3,717,185	0	3,717,185
TOTAL EXPENDITURES	1,707,243	0	1,707,243
REVENUES			
Charges for Services	3,346,804	0	3,346,804
Intergovernmental Revenues	(1,711,166)	0	(1,711,166)
Interagency Revenue	41,293	0	41,293
Fund Transfers - Revenue	(695,241)	0	(695,241)
Bond and Note	250,544	0	250,544
Miscellaneous	475,009	0	475,009
General Fund Discretionary	0	0	0
TOTAL REVENUES	1,707,243	0	1,707,243

Bureau Description:

New revenues, revenue adjustments, or changes to fund size through contingency adjustments (primarily focused in new capital project funding that has materialized throughout the year).

CBO Discussion and Recommendation

Recommended as requested.

This request includes many adjustments. Some of the notable ones include:

- Increase of \$3.0 million in SDC revenues
- Net decrease of \$2.1 million in capital infrastructure projects due to a reduction in intergovernmental revenues
- Increase of \$235,000 in parking fine and fee revenues.

Originally included in this package was a cash transfer from the General Fund supporting an East Portland Action Plan grant for the Mobile Summer Playground program. This increase is a technical adjustment that moves funding from the Office of Neighborhood Involvement to the Parks Memorial Fund. For reporting reasons, that portion of the request was moved to a separate item (PK_028).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Compensation Set Aside Request

Request: PK_019 - Spring BMP - Comp Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	942,949	0	942,949
TOTAL EXPENDITURES	942,949	0	942,949
REVENUES			
General Fund Discretionary	942,949	0	942,949
TOTAL REVENUES	942,949	0	942,949

Bureau Description:

This package is to request the Parks Compensation Set-Aside that the bureau will need to avoid over-expenditure in Personnel Services.

CBO Discussion and Recommendation

Recommended as requested.

CBO projections based off of AP8 (February) show the bureau overspending its current personnel services budget by \$500,000 and underspending General Fund discretionary by \$400,000. In light of these projections, CBO believes the bureau is eligible for the compensation set-aside to ensure spending remains within appropriation.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_020 - Spring BMP - Innovation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	416,600	0	416,600
TOTAL EXPENDITURES	416,600	0	416,600
REVENUES			
Fund Transfers - Revenue	416,600	0	416,600
TOTAL REVENUES	416,600	0	416,600

Bureau Description:

PP&R received three innovation fund grants in January, and nine additional micro-grants in March. These 12 grants are being placed into a special revenue fund to be individually tracked and reported back on.

CBO Discussion and Recommendation

Recommended as requested. The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_021 - Spring BMP - General Fund Contingency Ordinances

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	98,000	(68,000)	30,000
TOTAL EXPENDITURES	98,000	(68,000)	30,000
REVENUES			
General Fund Discretionary	98,000	(68,000)	30,000
TOTAL REVENUES	98,000	(68,000)	30,000

Bureau Description:

This request is to request one-time funding for Council approved ordinances that identified one-time General Fund contingency funding to be provided as the funding for the ordinance in FY 2014-15. The two ordinances are:

- * Ordinance 186921 – IGA with Multnomah County to provide enforcement services of the Riverplace Marina Municipal Boat Landing. \$98,000.
- * Ordinance 186891 – DCTU and the City adding the Park Ranger classification to the collective bargaining agreement. \$198,000.

CBO Discussion and Recommendation

City Council directed the “The City Budget Office is to reserve General Fund contingency for the FY 2014-15 actual and projected costs of the agreement, up to \$98,000, to be appropriated as part of the FY 2014-15 Spring Supplemental Budget Process.” This requests transfers funding from the General Contingency to the Parks. The IGA include \$50,000 for costs associated with towing and storage of abandoned and derelict vessels and \$48,000 for 600 hours of service.

Upon approval of the IGA, the bureau began using the Multnomah County Sheriff's services. To date, the bureau has been billed for 117 hours or \$9,612 in costs through mid-March, and the bureau estimates expenses of \$20,000 by year end. Based on the bureau projections, CBO recommends funding \$30,000 of \$98,000 requested. Any unspent resources will fall to balance and returned to the General Fund.

The IGA, as approved by Council, is effective through June 2015; however, the Mayor's Office has requested that additional funds be added to Parks FY 2015-16 budget to fund this IGA for another year. If Council approves the request, then the bureau may exercise the provision of the IGA that allows either party to renew the agreement for 5 years.

Originally included in this package was a request for \$198,000 of General Fund contingency to support the increased costs of the park ranger labor agreement. For reporting reasons, that portion of the request was moved to a separate item (PK_029).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Program Carryover Request

Request: PK_022 - Spring BMP - General Fund Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(300,000)	0	(300,000)
TOTAL EXPENDITURES	(300,000)	0	(300,000)
REVENUES			
General Fund Discretionary	(300,000)	0	(300,000)
TOTAL REVENUES	(300,000)	0	(300,000)

Bureau Description:

This package is to carry over \$300,000 that was allocated in the Fall BMP (package PK_011) to develop master plans in East Portland. These master plans are still in the public involvement stage and won't have any costs in the current fiscal year. The bureau is requesting to these funds be carried over in full to FY 2015-16.

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests to carryover \$300,000 to fund master plan costs for parks in east Portland. Council approved funding for these master plan costs as part of the FY 2014-15 Fall BMP. This budget package approved master plans at the following park sites which are currently vacant and unimproved:

- 1 - Wilkes Headwaters, a 20-acre site that will have a 4 to 5 acre neighborhood park at the north end and a re-created natural area to the south.
- 2 - Mill & Midland Parks, two small parks within close proximity of each other that, if improved, would serve over 860 households.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_023 - Spring BMP- Decorative Fountains Capital Repairs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	20,500	(20,500)	0
TOTAL EXPENDITURES	20,500	(20,500)	0
REVENUES			
Fund Transfers - Revenue	20,500	(20,500)	0
Miscellaneous	0	0	0
TOTAL REVENUES	20,500	(20,500)	0

Bureau Description:

The Ira Keller fountain has had a recent pump failure and will not be in operation for the upcoming summer of 2015 unless these emergency capital repairs are made this spring. Council provided annual operations and daily maintenance funding for these Water Bureau fountains back in the FY 2013-14 budget, but did not provide the \$180,000 in annual major maintenance capital funding the Water Bureau budgeted annually to repair and replace the major system components of these fountains.

CBO Discussion and Recommendation

CBO agrees that the funding originally allocated to Parks for the fountains only included operations and maintenance costs and did not include funding for larger maintenance costs. The basis of the amount was prior annual costs of O&M in the Water Bureau, which did not include any major maintenance costs of the assets.

Typically major maintenance repairs for Parks' assets are funded through the bureau major maintenance allocation. The major maintenance allocation includes a reserve that the bureau uses to fund emergency repairs. Because this fund is carried over, there is an opportunity cost to using these funds to cover the fountain repair: i.e. the bureau will have \$20,500 less to pay for repairs of other Parks' assets.

However, as Parks is the manager of the assets, CBO recommends that the repair costs be absorbed within the current major maintenance allocation because funding is available. As an alternative, the bureau is likely to have sufficient underspending in its materials and services budget in order to cover the repair costs. For these reasons, CBO recommends that the request be funded within current resources.

The bureau has requested to reallocate funding for the operations and maintenance of fountains in its FY 2015-16 requested budget in order to fund several items previously funded by the 2002 Parks Levy. The bureau has also requested one-time funding to operate the fountains for an additional year. This Spring BMP recommendation presumes that Council intends to fund the fountains in FY 2015-16.

Lastly, CBO notes that the ongoing schedule and emergency major maintenance of the fountains remains unfunded, and that the most up-to-date estimate of the ongoing cost is the \$180,000 annualized amount that was developed by the Portland Water Bureau's Asset Management group. It is likely that the bureau will continue to have ongoing maintenance needs for the fountains, for which they will request General Fund contingency or be required to allocate portions of the current major maintenance funding to the fountains.

The major maintenance needs of the fountains are now added to the bureau's many other major maintenance needs, for which the bureau largely depends upon its major maintenance allocation in addition to one-time General Fund allocations to address these projects. Currently, Parks receives \$1.5 million in ongoing General Fund resources for major maintenance; in addition, as part of this year's requested budget, the bureau submitted one-time capital improvements and asset management requests of \$4,008,500, consisting of eight requests for projects under \$1.0 million.

CBO believes that an ongoing General Fund allocation is the appropriate mechanism for funding small-to-medium projects, which would address scheduled and predictable projects, including the maintenance of fountains. The bureau estimates that an additional \$3.5 million to \$5.0 million would sufficiently address most of the bureau's major maintenance needs.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_024 - Spring BMP - Tree Code Implementation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	27,484	(27,484)	0
External Materials and Services	17,516	(17,516)	0
TOTAL EXPENDITURES	45,000	(45,000)	0
REVENUES			
General Fund Discretionary	45,000	(45,000)	0
TOTAL REVENUES	45,000	(45,000)	0
FTE			
Limited Term Positions	0.33	-0.33	0.00
TOTAL FTE	0.33	-0.33	0.00

Bureau Description:

This is to provide two months of funding to allow for the Tree Code to begin the expanded program that is necessary for the Tree Code to continue implementation successfully.

CBO Discussion and Recommendation

The bureau requests funding to support the addition of a customer service representative and a supervisory position for the City's Title 11 - Trees Code program ("Tree Code") on the basis of two reasons: first, the workload of the program currently exceeds existing staff capacity, and two, the workload is expected to increase as additional components of the program begin in July 2015.

The Tree Code has been in effect since January 2015, and based on the workload over the past five weeks, an average of 90 hours per week are required to respond to permitting inquiries. The bureau has set a target of 48 hours to respond to inquiries, which program staff are able to meet. In addition to the two customer service positions already budgeted to the program, the bureau has used vacancy savings in the Urban Forestry program to fund an additional 0.6 FTE limited-term position to support the response Tree Code inquiries.

Additionally, several components of the tree code are scheduled to become effective in July 2015: the enforcement of violations, the appeals process, and the permitting process for large-scale permits (e.g., commercial permits). Tree code permits are also likely to spike in the summer, similar to the seasonal trend other permits issued by the Bureau of Development Services.

Of the \$45,000 requested, \$27,000 pertains directly to personnel costs of the positions over the next two months. Based on the approval date of the Spring Supplemental Budget and the time required for the recruitment process, CBO believes that funding for only one month, at most, is required to fund the positions --- or approximately \$13,000. CBO projects that the bureau would have sufficient underspending to fund these positions for the remainder of the year; however, CBO also notes that the bureau has not currently budgeted for the costs of these positions in its FY 2015-16 requested operating budget nor has Council approved additional funding for these positions.

Presuming that Council considers additional funding for the program in FY 2015-16, CBO is likely to recommend only one-time funding as it is difficult at this point to determine whether the increased workload is due to the implementation of the new policy and program or if it will be an ongoing, sustained workload. Council may want to consider ongoing funding only after a benchmark of workload of the full program has been established.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_025 - Spring BMP - Position Changes

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	0.92	0.00	0.92
Limited Term Positions	-1.00	0.00	-1.00
TOTAL FTE	-0.08	0.00	-0.08

Bureau Description:

This package is a technical package to convert positions that were added as limited term positions with new growth (O&M) funding in order to meet immediate demand, but are ongoing funded in nature and built into the ongoing budget. The positions being converted are as follows

- * 40022913 – Customer Service Center
- * 40024140 – Customer Service Center
- * 40024251 – North Zone Services
- * 40024328 – South Zone Services
- * 40024378 – Community Relations
- * 40024468 – Community Relations

Additionally, this package abolishes vacant position 40004073 that previously provided administration on a Metro land acquisition bond, which has since run out of funding and is no longer needed.

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests to convert six full-time positions from limited term to regular, specifically:

- Graphic Designer II in the Community Relations group
- Community Outreach Assistant in the Community Relations group
- Maintenance Worker in South Zone Services
- Recreation Coordinator I at the Charles Jordan Community Center
- Recreation Coordinator I in the Customer Service Center
- Recreation Leader I in the Customer Service Center

These positions were added as limited-term positions as part of the FY 2014-15 budget (with the exception the Rec Leader 1), and funded by increases in operations and maintenance. If converted, these positions will be funded within existing ongoing General Fund resources and are expected to cost \$405,000 in FY2015-16. These positions have already been budgeted in the bureau's FY 2015-16 base budget.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Program Carryover Request

Request: PK_026 - Spring BMP - CIP Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(437,139)	0	(437,139)
External Materials and Services	(2,383,790)	0	(2,383,790)
Internal Materials and Services	0	0	0
Capital Outlay	(12,967,212)	0	(12,967,212)
Contingency	15,788,141	0	15,788,141
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Non-General Fund Carryover adjustments to contingency for the following projects:

Equipment Reserve	\$241,492
Bridgeton Marine Dr.	\$183,790
Bridge Inventory	\$200,000
IT Equipment Reserve	\$297,000
Swan Island Lower Trail	\$168,699
Leach Botanical Garden	\$500,000
DDC Control Projects	\$423,064
Beech Park Development	\$3,591,933
Gateway Plaza	\$3,830,815
Colwood ROW	\$450,000
Whitaker Access	\$200,000
Spring Garden Development	\$281,586
Fernhill Splash Pad	\$445,800
SDC Park Development & Acq.	\$4,503,458

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests to reallocated project expenses for 22 capital projects and project reserves (including projects funded by the General Fund, SDCs and other miscellaenous revenues) and increase contingency in the Parks Capital Improvement Program fund by \$15,788,141. These transfers are primarily driven by projects continuing into FY 2015-16 and transferring equipment reserves to contingency.

This request also includes the transfer of project funding to contingency for the direct digital control of HVAC system at the Charles Jordan Community Center, Columbia Pool, East Portland Community Center, Montavilla Community Center, Multnomah Arts Center, Southwest Community Center. General Fund discretionary funding of \$490,925 was approved for these projects as part of the FY 2014-15 Fall BMP.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_027 - Halperin Fountain

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	200,000	0	200,000
TOTAL EXPENDITURES	200,000	0	200,000
REVENUES			
Fund Transfers - Revenue	200,000	0	200,000
Miscellaneous	0	0	0
General Fund Discretionary	0	0	0
TOTAL REVENUES	200,000	0	200,000

Bureau Description:

Transfers funding from Special Appropriations to the Parks Capital Improvement Program Fund.

CBO Discussion and Recommendation

Recommended as requested.

Council approved Special Appropriation funding for the Halperin Fountains improvement projects. This request transfers the funding to Parks (SA_017).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_028 - EPAP Funds from ONI

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	7,000	0	7,000
TOTAL EXPENDITURES	7,000	0	7,000
REVENUES			
Fund Transfers - Revenue	7,000	0	7,000
TOTAL REVENUES	7,000	0	7,000

Bureau Description:

This request was created by CBO to transfer funding from the Office of Neighborhood Involvement to the Parks Memorial Fund to support an East Portland Action Plan grant for the Mobile Summer Playground program (NI_021).

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_029 - Park Ranger Request

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	198,000	(198,000)	0
TOTAL EXPENDITURES	198,000	(198,000)	0
REVENUES			
General Fund Discretionary	198,000	(198,000)	0
TOTAL REVENUES	198,000	(198,000)	0

Bureau Description:

This request was created by CBO to separate out the ranger labor agreement costs, estimated at \$198,000, from PK_021. This change was necessary for technical reporting purposes.

CBO Discussion and Recommendation

Ordinance 186891 directed CBO to increase the bureau's FY 2015-16 Current Appropriation Level by \$328,084 in order to fund the expected costs of the ratified collective bargaining agreement between the City and Laborers Local 483 which established wages, health benefits, and other terms and conditions of employment for all full-time and seasonal Park Rangers through 2017. The ordinance did not appropriate funding for the current year; rather, the expected cost increases would be funded within the bureau's current appropriation, including these use of compensation set-aside, or require a reallocation of General Fund contingency in the Spring Supplemental Budget. Projections based on current spending in the ranger program validate the estimated need of an additional \$200,000. However, overall the bureau is projected to have sufficient budget in General Fund personnel services if Council approves its compensation set-aside request (PK_019, recommended by CBO).

CBO does not recommend the request but recommends that the additional costs of the agreement be funded within current resources and its FY 2014-15 compensation set-aside.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_030 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	1,924	0	1,924
TOTAL EXPENDITURES	1,924	0	1,924
REVENUES			
Fund Transfers - Revenue	1,924	0	1,924
TOTAL REVENUES	1,924	0	1,924

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Compensation Set Aside Request

Request: PL_017 - Compensation Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	2,000,000	0	2,000,000
TOTAL EXPENDITURES	2,000,000	0	2,000,000
REVENUES			
General Fund Discretionary	2,000,000	0	2,000,000
TOTAL REVENUES	2,000,000	0	2,000,000

Bureau Description:

The projected expenditure in the personnel service major object category is \$132.5 million, which is \$635,000 or one-half percent in excess of the current \$131.8 million appropriation. The projection is conservative and anticipates expenditures that are reasonably predictable. There is an unresolved dispute regarding the recent elimination of the 27 pay period look back in the Fire & Police Disability & Retirement pension calculation. While the City expects to prevail, there is a risk that an unexpectedly high number of sworn retirements could occur in May due to retirement-eligible employee expectations that the City will not prevail. That could substantially increase associated pay-out expense with relatively little increase in salary savings. A large, unforeseen event could emerge that would drive overtime expenditures above the projection.

The request for \$2.0 million from the compensation set-aside would provide a margin of 1.0% between the projection and the expense budget to accommodate upside risk. Unexpended funds from this request will be returned at the close of the fiscal year, falling to the General Fund ending balance.

CBO Discussion and Recommendation

Recommended as requested. Throughout the fiscal year, the bureau's spending projections and the CBO's spending projections for personnel services have identified the potential for compensation set-aside to ensure the bureau remain within the current year appropriations. This request is consistent with forecast amounts; however, there is some risk to the bureau requiring the remaining balance of its share of the total compensation set-aside amount. The bureau has been filling vacant officer positions, however retirements and subsequent payouts continue to outpace hiring. There currently are over 90 retirement-eligible personnel in the bureau, and pending results of the legal challenge of the 27-pay period look back, there is potential for additional retirements outside of historical patterns to occur this year.

Overtime spending, mostly associated with shift back-fill when officers are in required training, on sick leave or approved leave, in court, or as a response to public demonstrations, is projected to end the year approximately \$750,000 over budget. There is salary savings from vacant positions (approximately \$2 million) covering this increased use of overtime in the current year, however when the positions are filled this resource may not be available to cover overtime expenses. The compensation set-aside request will primarily fund the COLA and benefits expenses that have occurred throughout the year and were not included in the bureau's adopted base budget.

In the Fall BMP the bureau received one-time funding to support the terms of the signed US Department of Justice Agreement. While the bureau originally believed that it was possible to hire the analysts from an existing recruitment list, the process to hire and complete the background process for selected analysts has not occurred as quickly as anticipated. This has contributed to the vacancy savings that are off setting the expenses incurred through increased overtime use. Additional personnel resources received in the Fall BMP in DVRU and in Records have incurred as anticipated.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Program Carryover Request

Request: PL_018 - Carryover to FY2015-16

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(1,368,985)	0	(1,368,985)
Internal Materials and Services	(396,000)	0	(396,000)
TOTAL EXPENDITURES	(1,764,985)	0	(1,764,985)
REVENUES			
General Fund Discretionary	(1,764,985)	0	(1,764,985)
TOTAL REVENUES	(1,764,985)	0	(1,764,985)

Bureau Description:

The initiation of several programs that were budgeted for FY 2014-15 were delayed, and are not expected to be completed before the close of the fiscal year. The bureau requests the following be carried forward to FY 2015-16:

- \$45,000 of unexpended Portland Police Commanding Officer Association (PPCOA) professional development funds that are required by the collective bargaining agreement to be carried into the next fiscal year
- \$136,955 for contracted services that have been initiated but due to project delays cannot be completed or encumbered within the current fiscal year
- \$396,000 for vehicle replacement upgrades that have been initiated but cannot be completed within the current fiscal year
- \$645,000 for equipment replacement purchases that have been initiated but cannot be completed within the current fiscal year
- \$265,000 for planned facilities improvement projects which have been initiated but cannot be completed within the current fiscal year
- \$250,000 for police vehicle operations training surface renovation at the Training Complex that has been initiated but cannot be completed within the current fiscal year

The funding carryover will allow the bureau to complete these planned projects and purchases that cannot be completed prior to the end of this fiscal year.

CBO Discussion and Recommendation

Recommended as requested. The items identified in this request represent contracts or projects that have begun, but are not likely to be encumbered on purchase orders by year end. Technology projects, such as the purchase of a replacement workflow system in the Forensic Evidence Division, the procurement of in-car printers for citations, and the replacement of Officer's flip phones with smart phones have been initiated, however formal contract solicitation and execution is unlikely to be complete by June 30, 2015.

The bureau, working with CityFleet, has begun the process to replace the current Crisis Negotiation Team (CNT) van with a more modern and functional vehicle for supporting CNT call-outs. As this is a customized vehicle, the timeline for CityFleet to build specs, issue an RFP, order and receive the vehicle is significantly longer than standard equipment orders. As such, the receipt of the CNT van will not occur until 2015-16.

The repaving project for the drivers training area at the Police Training facility has begun; however, construction is not anticipated to be complete until the summer of 2015. Additional facility improvement projects at the Kelly Building are currently underway, and it is not likely that the work will be complete by the close of the current fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Technical Adjustment

Request: PL_019 - Transfer funding to Facilities Major Maintenance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	(500,000)	0	(500,000)
TOTAL EXPENDITURES	(500,000)	0	(500,000)
REVENUES			
General Fund Discretionary	(500,000)	0	(500,000)
TOTAL REVENUES	(500,000)	0	(500,000)

Bureau Description:

In the Spring BMP, the Police Bureau will return \$500,000 to the General Fund with the intention of requesting the funding is appropriated in the OMF Facilities Major Maintenance reserve to fund a backlog of major maintenance projects related to the Police Bureau facilities. Police Bureau has not funded the major maintenance projects at the levels of industry standards primarily due to the need to prioritize facilities funding for project-related purposes. Facilities Services is submitting a companion request that the funds are transferred to the Facilities Service Fund in order to dedicate them to Police facility unfunded major maintenance projects.

This will provide adequate funding for the bureau's anticipated maintenance projects that are currently under-funded or unfunded.

CBO Discussion and Recommendation

Recommend as requested. The bureau is projected to have significant underspending in the interagency agreement with CityFleet. The majority of the savings is a result of the significantly lower than budgeted price for unleaded fuel. Additional underspending in the interagency is attributable to the timing of the receipt of scheduled replacement vehicles. The bureau is only assessed replacement charges through the lifecycle of the vehicle and of often there is a slight lag time from the final replacement collection to the new vehicle being placed into service. The bureau requests to return these funds to the General Fund, and the Office of Management and Finance Facilities Services has requested in the Spring BMP for these resources to be transferred into the Police Bureau facilities major maintenance accounts.

OMF Facilities Services has identified approximately \$1.6 million of unfunded major maintenance projects, mostly interior updates in the Justice Center. The expectation would be that the \$500,000 of Fleet savings could be redirected towards this unfunded project list. As the major maintenance rate was significantly reduced in recent years and not scheduled to increase in the coming year, the Police Bureau and OMF believe that this option provides for a way to seed this reserve. This approach does not address the systemic issue of major maintenance rates being set too low to fund proper asset preservation.

If this request were not approved, the \$500,000 of unspent funds would fall to General Fund balance where Council may allocate the resources to other projects in the City. As this current request stands, there are identified unfunded projects that would be addressed by this requested action. CBO will work with the Portland Police Bureau and OMF Facilities Services to ensure that the resources do go towards the existing backlog and are not repurposed to new projects.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: New Request

Request: PL_020 - Police Revenue-backed Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	150,000	0	150,000
External Materials and Services	0	0	0
Internal Materials and Services	315,753	0	315,753
TOTAL EXPENDITURES	465,753	0	465,753
REVENUES			
Charges for Services	172,753	0	172,753
Intergovernmental Revenues	243,000	0	243,000
Interagency Revenue	50,000	0	50,000
General Fund Discretionary	0	0	0
TOTAL REVENUES	465,753	0	465,753

Bureau Description:

The bureau requests the following expense appropriation increases with program revenue offsets:

- \$222,753 increase for payments to FPDR for pension expense associated with secondary employment with offsets from increases in corresponding revenue, which is projected to exceed the current target
- \$150,000 increase for traffic court overtime expense offset by increases in corresponding program revenue, which is ahead of the current target
- \$93,000 increase for additional vehicle purchase expense for two patrol vehicles dedicated to Transit Police, offset by increased revenue from TriMet for that increase in the fleet

Funding the requested program budget expense appropriation increases with associated program revenue target increases will allow the Police Bureau to operate within budget and provide each program's anticipated level of service without impact to General Fund discretionary resources.

CBO Discussion and Recommendation

Recommended as requested. The Police Bureau receives intergovernmental revenues from TriMet in support of the Transit Division and TriMet has dedicated \$93,000 in the current fiscal year for the procurement of two patrol vehicles for the division. Additional increases are associated with the interagency agreement between the Police Bureau and FPDR for the indirect pension costs associated with secondary employment overtime.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Technical Adjustment

Request: PL_021 - PL00 Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(44,278)	0	(44,278)
External Materials and Services	(10,940)	0	(10,940)
Internal Materials and Services	46,278	0	46,278
TOTAL EXPENDITURES	(8,940)	0	(8,940)
REVENUES			
General Fund Discretionary	(8,940)	0	(8,940)
TOTAL REVENUES	(8,940)	0	(8,940)

Bureau Description:

The bureau requests a set of technical adjustments to align the budget between major object categories, with offsets to existing bureau appropriations. This package includes a \$44,278 transfer from health benefits within personal services to internal services to cover expenses passed from BHR for the extension of post-employment health benefits to former employees of the Police Bureau. This request also includes two items that are balanced with adjustments to General Fund discretionary appropriation in other bureaus.

- Increase of \$36,040 for the East Portland Action Plan municipal partnership project, awarded by the Office of Neighborhood Involvement and incorporated to the Police Bureau budget in this request
- Decrease of \$44,980 for a transfer of community survey project management to the Mayor's Office

This set of adjustments will allow the Police Bureau to operate within budget at the major object category level. It will also align General Fund discretionary resources between the Police Bureau and other bureaus with a net-zero impact to the level of General Fund discretionary resources currently appropriated for the two programs included in the request.

CBO Discussion and Recommendation

Recommended as requested. The reduction of General Fund discretionary by \$44,980 will move the US Department of Justice community survey (a term of the agreement for the City to conduct annually) out of the Police Bureau to the Office of the Mayor where the contract will be managed. This request also recognizes resources from the Office of Neighborhood Involvement East Portland Action Plan partnership project, which pays for officer time supporting driver's education programs. The net of these two requests results in a reduction of \$8,940 in General Fund discretionary resources.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Program Carryover Request

Request: PL_023 - Body-Worn Camera Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(834,619)	0	(834,619)
TOTAL EXPENDITURES	(834,619)	0	(834,619)
REVENUES			
General Fund Discretionary	(834,619)	0	(834,619)
TOTAL REVENUES	(834,619)	0	(834,619)

Bureau Description:

One-time funding for the initial purchase of a body-worn camera system for patrol operations was provided in the FY 2013-14 Fall BMP, and carried forward into FY 2014-15 due to implementation delays.

The bureau has been working with the State Legislature to amend ORS 165.540 to allow for the use of body-worn cameras. The bureau expects a vote on related legislative issues this session, by the end of June 2015. The bureau also conducted a Request for Information (RFI) to provide information about the type of technology that will be suitable for deployment. The RFI provided information about more than 20 camera systems and it appears there are multiple cameras that will work in the Portland environment. Additionally the bureau has begun discussion with agency partners and stakeholders on policy considerations and has also begun community discussions and solicitation of community input.

The bureau requests carryforward of the \$834,619 to FY 2015-16, at which time the legislative outcomes and bargaining issues will be known, and the bureau can conduct a formal Request for Proposals (RFP) to solicit vendors that can provide the most appropriate camera system for the City. The bureau has requested three positions in the FY 2015-16 Requested Budget to support the body-worn camera program. If the bureau does not receive the position authorization, the bureau anticipates that it will request the positions as limited-term in the FY 2015-16 Fall BMP, and request position authority for three ongoing positions in the FY 2016-17 Requested Budget.

CBO Discussion and Recommendation

Recommended as requested. This project has been delayed due to the timing of changes required at the State Legislature and the continued need to identify ongoing support costs for a body-worn camera program in the Portland Police Bureau. The State Legislature is expected to address the privacy concerns and law enforcement exceptions for recordings in the current session ending in June 2015. The bureau completed the Request For Information process through Procurement Services and it is anticipated that the more formal Request For Proposal process will begin in the coming months. Information from the RFP is anticipated to provide a more firm ongoing cost estimate for supporting a body-worn camera system.

The initial request for \$834,619 was based upon cost estimates for the phased in implementation of a Mobile Audio Video (MAV) program, and once a vendor is selected, the initial project startup costs may be different than the amount estimated to begin MAV. In the Fall BMP, the carryover request was approved to change the focus of the project to an implementation of a body-worn camera system. CBO recommends the carryover amount remain at \$834,619 to allow for adequate implementation and start-up funding once ongoing costs and sustainment options are determined. The bureau has requested ongoing support costs in the Requested FY 2015-16 Budget, and CBO believes these funds will not be required until FY 2016-17 after the implementation phase of this project is complete.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Program Carryover Request

Request: PL_024 - CJIS e-mail Server Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(155,000)	0	(155,000)
TOTAL EXPENDITURES	(155,000)	0	(155,000)
REVENUES			
General Fund Discretionary	(155,000)	0	(155,000)
TOTAL REVENUES	(155,000)	0	(155,000)

Bureau Description:

In the FY 2013-14 Fall BMP the bureau received \$155,000 in one-time funding to implement e-mail servers that are FBI Criminal Justice Information Services (CJIS) security-compliant. The bureau's e-mail system must meet the security requirements for a system that includes information designated by CJIS for access only to law enforcement personnel. The work done thus far indicates that the e-mail system run by BTS and shared with the rest of the City will not meet the requirements. This funding will allow the bureau to implement a separate system that meets CJIS requirements.

The Police Bureau's information technology staff have been fully dedicated to implementation of the Regional Justice Information Network (RegJIN) system, which is set to go live in April, 2015. To ensure the success of the RegJIN project, all other project work has been put on hold until no earlier than July, 2015. This request will allow the bureau to re-start and continue the e-mail server replacement project in FY 2015-16.

CBO Discussion and Recommendation

Recommended as requested. The original funding for this request was approved in the Fall 2013-14 BMP, and the bureau requested carryover in the Spring BMP of last fiscal year. During FY 2014-15, all technology projects were prioritized to coincide with the IT staffing resource requirements for meeting the project go-live date for RegJIN. Not meeting this date would be costly, as the bureau would be required to stay on the City's mainframe. As such, resources that would have gone into the implementation of other technology projects, such as the CJIS email server, were redirected towards supporting RegJIN. The timeline for this project has been reset to occur in FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Program Carryover Request

Request: PL_025 - Justice Reinvestment HB3194

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(90,000)	0	(90,000)
TOTAL EXPENDITURES	(90,000)	0	(90,000)
REVENUES			
General Fund Discretionary	(90,000)	0	(90,000)
TOTAL REVENUES	(90,000)	0	(90,000)

Bureau Description:

The Multnomah County Justice Reinvestment Program (MCJRP) is Multnomah County's response to a State of Oregon mandated reduction in prison beds enacted in HB 3194. MCJRP provides otherwise prison eligible offenders an intensive supervision program designed to identify and treat addictions and mental health issues which lead to criminal behaviors, with the goal of preventing recidivism within the probation population. The individuals who successfully complete the program avoid incarceration. MCJRP seeks to bring law enforcement, the Multnomah County Department of Community Justice, the Multnomah County District Attorney's Office, the Court System, and treatment providers together in an effort to streamline the probation program that and that will ensure public safety and prevent future criminal behaviors.

Council passed Ordinance 186770 on August 27, 2014 to enter into an intergovernmental agreement with Multnomah County for Portland Police Bureau to provide two Police Officers to serve approximately 2,044 hours on the HB 3194 Offender Law Enforcement Enforcement Supervision and Support (OLESS) and a Police Sergeant to schedule OLESS officers from all participating agencies. The term of the agreement is from July 1, 2014 through June 30, 2015. The Police Bureau received \$152,043.39 to cover the additional cost of officer time dedicated to OLESS duties.

The State of Oregon began the program mid-year, so the full-year funding provided under HB 3194 to the MCJRP will leave an unspent balance. The MCJRP is authorized to carry that funding forward, and plans to continue work on the program in FY 2015-16. The Police Bureau wishes to carryover the \$90,000 anticipated remaining balance of the funds from this intergovernmental agreement as a resource to continue participation in the MCJRP in FY 2015-16.

This carryover of unexpended revenue from Intergovernmental Agreement 30004415 will provide resources to offset the cost of the bureau's participation in the OLESS and MCJRP into FY 2015-16.

CBO Discussion and Recommendation

Recommended as requested. Due to the timing of the receipt of resources from the State and Multnomah County, the bureau will not fully expend the amount of the award dedicated to the implementation of the Justice Reinvestment Act (HB 3194). Full revenues for this program were awarded to the partner agencies and this request funds the program to continue into FY 2015-16. The program has been running for half of the year, and the bureau reports that during this time period initial results are positive. To date none of the Multnomah County Justice Reinvestment Program offenders have prematurely left the program due to new arrests; however, it is reported that some have not been able to complete the treatment component of the program.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: New Request

Request: PL_026 - Police Spring Grant Package

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	78,977	0	78,977
External Materials and Services	152,192	0	152,192
Internal Materials and Services	12,600	0	12,600
Capital Outlay	(21,231)	0	(21,231)
TOTAL EXPENDITURES	222,538	0	222,538
REVENUES			
Intergovernmental Revenues	222,538	0	222,538
General Fund Discretionary	0	0	0
TOTAL REVENUES	222,538	0	222,538

Bureau Description:

This request appropriates additional grant revenue and related expense. It also reallocates grant appropriation between major object categories to accommodate approved grant award reprogramming requests. As a technical matter, it also reallocates appropriations within the General Fund to program local matching funds within grant designations. Those matching funds have all been pre-approved by the prior grant award ordinances.

This request will increase Grant Fund revenue and expense appropriations and allow the bureau to operate the grant projects within the designated program areas.

CBO Discussion and Recommendation

Recommended as requested. Approval of this request will adjust the grant budget for the following grants where expenses are anticipated to occur in the current year:

- Justice Assistance Grant award
- GREAT Regional Grant
- Oregon Impact DUII 2014
- HIDTA 2014 Drug and Vice Investigations

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: New Request

Request: PL_027 - Fund 222 Revenue Increase

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,000,000	0	1,000,000
TOTAL EXPENDITURES	1,000,000	0	1,000,000
REVENUES			
Intergovernmental Revenues	1,000,000	0	1,000,000
TOTAL REVENUES	1,000,000	0	1,000,000

Bureau Description:

The revenue projection for Fund 222 is \$1.7 million, which will exceed the current revised budget by more than \$1.1 million. This is due to the conservative estimate used to budget for federal asset forfeiture proceeds, the timing and amount of which is difficult to project with high confidence. The bureau has included a request in this submission to increase the revenue budget by \$1.0 million to bring it closer into line with the projection. Total expenditure is projected to be nearly \$1.0 million. The ending balance for the fund is projected to increase by \$1.0 million.

Conservative projections for current year revenue for the Police Special Revenue Fund exceed the revised budget by \$1.1 million. This is the result of conservative budgeting of revenue and the inherent uncertainty involved with the timing of asset forfeiture proceeds and donation revenue.

This request to increase the revenue budget by \$1.0 million will align it with the projection, with an offsetting increase in the external materials and services appropriation.

CBO Discussion and Recommendation

Recommended as requested. Collections in Fund 222, the Police Special Revenue Fund, are projected to exceed the estimated amount by \$1 million. Receipt of revenues in the Police Special Revenue Fund varies, depending on the timing of federal asset or financial seizures. Expenses associated with this fund are made in conjunction with the federal guidelines for use of the resources. Allowable expenditures from these funds are restricted to one-time law enforcement purchases of equipment, or specialized training. It is not anticipated that the bureau will spend down this resource in the current year, and unspent funds will remain in fund balance and carryover to the next fiscal year

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Police Bureau

Type: Technical Adjustment

Request: PL_028 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10	0	10
TOTAL EXPENDITURES	10	0	10
REVENUES			
Fund Transfers - Revenue	10	0	10
TOTAL REVENUES	10	0	10

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: Technical Adjustment

Request: PN_010 - PBOT IAA to support comp plan work

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(15,000)	0	(15,000)
External Materials and Services	(20,000)	0	(20,000)
Internal Materials and Services	35,000	0	35,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Request additional PBOT IAA to support comp plan work, \$20,000 from GF and \$15,000 from DLCD Grant.

CBO Discussion and Recommendation

Recommended as requested. The bureau is requesting to increase the interagency agreement with PBOT by \$15,000 for technical analysis related to transportation impact fees (funded with Oregon Department of Land Conservation and Development grant revenue) and \$20,000 for consultant services through PBOT's flexible services list for transportation modelling in the Comprehensive Plan update.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: New Request

Request: PN_011 - IAA w/ PBEM, Water, and Housing

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,000	0	1,000
External Materials and Services	42,000	0	42,000
TOTAL EXPENDITURES	43,000	0	43,000
REVENUES			
Interagency Revenue	43,000	0	43,000
TOTAL REVENUES	43,000	0	43,000

Bureau Description:

Request additional IAA w/ PBEM, Water, and Housing for a total of \$43,000 for BPS to provide services to the respective bureaus on GIS, sustainable outreach, and bonus study.

CBO Discussion and Recommendation

Recommended as requested. This package includes \$1,000 with PBEM for GIS work, \$2,000 with the Water Bureau for sustainable outreach, and \$40,000 with Housing for analysis of the impacts of housing development bonuses. Without the IA support from Housing, BPS would still have produced a reduced analysis on the effects of housing bonuses for the Central City 2035 update.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: Technical Adjustment

Request: PN_012 - Innovation Fund Projects

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	10,000	0	10,000
External Materials and Services	25,000	0	25,000
TOTAL EXPENDITURES	35,000	0	35,000
REVENUES			
General Fund Discretionary	35,000	0	35,000
TOTAL REVENUES	35,000	0	35,000

Bureau Description:

Appropriate total of \$35,000 to support three innovation projects, \$10K for PSU-BPS coordination, \$10K for Making Great Decisions Tool, \$15K for Anti-Litter Campaign Toolkit.

CBO Discussion and Recommendation

Recommended as requested. The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: Technical Adjustment

Request: PN_013 - Budget adjs between FA and GL

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Intergovernmental Revenues	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

1. Reallocate budget appropriation for Metro Recycle Grant per grant agreement.
2. To correct budget adjustments which moved twice between bureau functional areas.
3. Correct negative budget appropriation and reallocate to appropriate program.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: New Request

Request: PN_014 - Single-Dwelling Development Code project

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	150,000	(150,000)	0
TOTAL EXPENDITURES	150,000	(150,000)	0
REVENUES			
General Fund Discretionary	150,000	(150,000)	0
TOTAL REVENUES	150,000	(150,000)	0

Bureau Description:

Request \$150,000 for Consultant Services to support the Single-Dwelling Development Code project.

CBO Discussion and Recommendation

The bureau's requested \$150,000 for consultant services for architecture/planning, economic analysis and facilitation as part of the Single-Dwelling Development Code project proposed in the bureau's FY 2015-16 Requested Budget, which the City Budget Office recommended against. This package is not urgent, as the bureau does not anticipate spending the resources before July 1st, instead carrying the full amount in to FY 2015-16. This anticipated carry over is the cause of the bureau's projected external materials and services underspending. Additionally, this facet of the project is not unforeseen, as the bureau has always anticipated including consultant services as part of the Single-Dwelling Development Code project. Council should determine the total amount of additional General Fund Discretionary resources, if any, the bureau should receive for a Single-Dwelling Development Code project as part of the FY 2015-16 budget development process. Council could also instruct the bureau to include all pieces of the project in the bureau's base budget. The City Budget Office recommended against the FY 2015-16 request because of concerns the package would have negative effects upon the bureau's Key Performance Measures, prioritizing completion of the Central City Plan update, and apprehension of beginning the project before completion of the Comprehensive Plan. The full merits of the proposed Single-Dwelling Development Code project is further discussed in the City Budget Office's review of the bureau's Requested Budget.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: New Request

Request: PN_015 - COLA adjs in SWMF

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	0	0	0
Personnel Services	25,000	0	25,000
TOTAL EXPENDITURES	25,000	0	25,000
REVENUES			
Budgeted Beginning Fund Balance	25,000	0	25,000
TOTAL REVENUES	25,000	0	25,000

Bureau Description:

Request \$25K from cost of living set aside to cover SWMF personal services.

CBO Discussion and Recommendation

The bureau requested to budget \$25,000 of unappropriated fund balance to pay for personnel services in the Solid Waste Management Fund, which is impermissible under Oregon Budget law. Alternatively, the bureau will recognize \$25,000 of unrecognized budgeted beginning fund balance. Recommended as adjusted.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: New Request

Request: PN_016 - IGA w/ PDC to support Community Solar

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	5,000	0	5,000
TOTAL EXPENDITURES	5,000	0	5,000
REVENUES			
Intergovernmental Revenues	5,000	0	5,000
TOTAL REVENUES	5,000	0	5,000

Bureau Description:

Appropriate \$5,000 received from PDC IGA to support the Community Solar project.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Bureau of Planning & Sustainability

Type: Technical Adjustment

Request: PN_017 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Contingency	246	0	246
TOTAL EXPENDITURES	246	0	246
REVENUES			
Fund Transfers - Revenue	246	0	246
TOTAL REVENUES	246	0	246

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Safety

Type: Technical Adjustment

Request: PS_002 - CPS-Align Budget with Projected Spending

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(15,000)	0	(15,000)
Internal Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Commissioner of Public Safety technical adjustments to prevent over expenditure at the major commitment item level.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Safety

Type: New Request

Request: PS_003 - CPS-Public Records Revenue

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	188	0	188
TOTAL EXPENDITURES	188	0	188
REVENUES			
Charges for Services	188	0	188
TOTAL REVENUES	188	0	188

Bureau Description:

This request recognizes \$188 in revenue received from a public records request. The miscellaneous services account will be increased to balance this request.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Utilities

Type: Technical Adjustment

Request: PU_004 - CPU - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(6,000)	0	(6,000)
Internal Materials and Services	6,000	0	6,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves \$6,000 from External Materials and Services to Internal Materials and Services to align budget authority with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Commissioner of Public Works

Type: Technical Adjustment

Request: PW_002 - CPW-Align Budget with Projected Spending

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(12,500)	0	(12,500)
Internal Materials and Services	12,500	0	12,500
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Commissioner of Public Works technical adjustments to prevent over expenditure at the major commitment item level.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Compensation Set Aside Request

Request: SA_013 - OYVP - Personnel Svcs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	3,100	(3,100)	0
TOTAL EXPENDITURES	3,100	(3,100)	0
REVENUES			
General Fund Discretionary	3,100	(3,100)	0
TOTAL REVENUES	3,100	(3,100)	0

Bureau Description:

Request funding from compensation set-aside to cover a projected shortfall in personnel services. Staffing has remained consistent during the fiscal year.

CBO Discussion and Recommendation

Not recommended. Based on information as of March 2015, CBO projects that the office will underspend its budget at year-end. As a result, CBO does not recommend this request at this time. CBO will continue to work with the office to monitor its budget and will recommend budget amendments as needed in the Over-expenditure process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: New Request

Request: SA_014 - OYVP - TriMet SLGO

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	37,157	0	37,157
TOTAL EXPENDITURES	37,157	0	37,157
REVENUES			
Intergovernmental Revenues	37,157	0	37,157
TOTAL REVENUES	37,157	0	37,157

Bureau Description:

Recognize \$37,157 in TriMet revenue for Street Level Gang Outreach. OYVP established an IGA with TriMet to reimburse OYVP for expenses relating to a pilot program for Street Level Gang Outreach on the City's MAX lines.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: New Request

Request: SA_015 - Memberships & Dues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,500	0	1,500
TOTAL EXPENDITURES	1,500	0	1,500
REVENUES			
General Fund Discretionary	1,500	0	1,500
TOTAL REVENUES	1,500	0	1,500

Bureau Description:

To fund PSU - Contribution to CEO/Mayor membership

CBO Discussion and Recommendation

Recommended as requested. In January 2015, the Mayor authorized a payment of \$1,500 for the membership fee to the CEOs for Cities organization. The request in the Spring BMP increases the appropriation for Citywide Memberships & Dues by the same amount.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_016 - Zenger Farm - BES

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(100,000)	0	(100,000)
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	(100,000)	0	(100,000)
REVENUES			
General Fund Discretionary	(100,000)	0	(100,000)
TOTAL REVENUES	(100,000)	0	(100,000)

Bureau Description:

Transfer fund to BES for work related to the Zenger Farm.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding package in BES (ES_016) to receive the funds, resulting in a net zero fiscal impact.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_017 - Halperin Fountains - Parks

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(200,000)	0	(200,000)
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	(200,000)	0	(200,000)
REVENUES			
General Fund Discretionary	(200,000)	0	(200,000)
TOTAL REVENUES	(200,000)	0	(200,000)

Bureau Description:

Transfer fund to Parks for work related to the Halperin Fountains.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding package in Parks & Recreation (PK_027) to receive the funds, resulting in a net zero fiscal impact.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_018 - Trail Near Robert Gray - PBOT

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(10,000)	0	(10,000)
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	(10,000)	0	(10,000)
REVENUES			
General Fund Discretionary	(10,000)	0	(10,000)
TOTAL REVENUES	(10,000)	0	(10,000)

Bureau Description:

Transfer fund to PBOT for work related to the trail near Robert Gray school.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding package in Transportation (TR_039) to receive the funds, resulting in a net zero fiscal impact.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_019 - Venture Portland - PDC

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(99,999)	0	(99,999)
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	(99,999)	0	(99,999)
REVENUES			
General Fund Discretionary	(99,999)	0	(99,999)
TOTAL REVENUES	(99,999)	0	(99,999)

Bureau Description:

Transfer fund to PDC to support the Venture Portland program.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding package in PDC (ZD_004) to receive the funds, resulting in a net zero fiscal impact.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_020 - Innovation Fund Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(865,200)	0	(865,200)
TOTAL EXPENDITURES	(865,200)	0	(865,200)
REVENUES			
General Fund Discretionary	(865,200)	0	(865,200)
TOTAL REVENUES	(865,200)	0	(865,200)

Bureau Description:

Transfer funds to bureaus receiving Innovation Fund grants.

CBO Discussion and Recommendation

Council awarded Innovation Fund grants to various bureaus via ordinances 186977 and 187056. In the Spring BMP, funds are being transferred to the bureaus receiving these grants. CBO recommends these transfers.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Program Carryover Request

Request: SA_021 - Innovation Fund Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(222,800)	0	(222,800)
TOTAL EXPENDITURES	(222,800)	0	(222,800)
REVENUES			
General Fund Discretionary	(222,800)	0	(222,800)
TOTAL REVENUES	(222,800)	0	(222,800)

Bureau Description:

Carryover unspent fund into next fiscal year to fund innovation grants approved in May 2015.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_022 - RACC Transfer

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

To transfer appropriation from Special Appropriation One-time to Special Appropriation Regional Arts & Culture Council to align budget authority with projected expenditures. This is a technical transfer that will result in a net zero impact to the General Fund.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_023 - Blue Ribbon Commission Allocation ord #186924

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	10,128	0	10,128
TOTAL EXPENDITURES	10,128	0	10,128
REVENUES			
General Fund Discretionary	10,128	0	10,128
TOTAL REVENUES	10,128	0	10,128

Bureau Description:

This item is added pursuant to ordinance 186924, passed December 10, 2014. This ordinance directed the City Budget Office to appropriate additional contract funds to Special Appropriations in the Spring BMP.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_033 - Innovation Fund Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	7,500	0	7,500
External Materials and Services	91,600	0	91,600
TOTAL EXPENDITURES	99,100	0	99,100
REVENUES			
Fund Transfers - Revenue	99,100	0	99,100
TOTAL REVENUES	99,100	0	99,100

Bureau Description:

The City Council designated a \$1 million Innovation Fund in FY 14-15 to support innovative projects and to build the City's capacity for innovation in its workforce.

Through the Fund's project proposal and selection process, Transportation's Traffic Maintenance program was awarded \$50,000 to create and optimize a process to apply a protective surface on traffic signs and other infrastructure which would allow graffiti to be easily removed without damaging the underlying surface. Funding from this grant will cover the cost to create a work area to apply the protective coating, to coat existing signs in inventory, and to coat a substantial portion of the signs that will be created by the PBOT sign shop.

Sidewalk Maintenance program was awarded a \$6,000 micro-grant. This grant will be used for a pilot project to install and monitor the use of a pervious, flexible sidewalk repair product made from recycled rubber that is designed to replace traditional cement in the repair of sidewalk tripping hazards created by tree roots. The grant will fund training of staff on how to install the new material, removal of existing concrete sidewalks, installation of the new material and quarterly monitoring.

Right-of-Way Acquisition was awarded \$7,500 for the opportunity to manage and update data in allowing city staff instant access through a GIS application to information such as hazmat and seismic reports, appraisals, leases, acquisition information, photographs and maps, funding restrictions, etc. on PBOT parcels and leased right of way.

Active Transportation was awarded \$35,000 for the Honey Bee Bike Counters as an innovative traffic counting device in better collection and sharing of bicycle transportation data.

Last of all, PBOT was awarded \$600 for Outreach to Non-Native Speakers, in promoting equity by being able to have people that speak enough of a language to get by in a conversation in assisting the public.

In ordinance 186977, Council directed the City Budget Office to allocate funding from the Innovation Fund in Special Appropriations to the approved projects as part of the FY 2014-15 Spring Budget Monitoring Process. This budget allocates \$99,100 total in one-time general fund support to PBOT:

- \$50,000 Sign Protection Proposals
- \$6,000 Rubber Sidewalk Pilot
- \$7,500 Accurate Real Property Management
- \$35,000 Honey Bee Bike Counters
- \$600 Outreach to Non-Native Speakers

CBO Discussion and Recommendation

Recommended as requested. The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_034 - Environmental System/BES IA Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Interagency Revenue	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

Transportation Maintenance provides sewer cleaning, sewer repair and storm water repair services to BES through an annual interagency agreement. Additional resources are needed to address priority sewer and storm water repairs, so BES has requested that budgeted overtime be re-allocated within the interagency - from the sewer cleaning program to the sewer repair (\$220,000) and storm water repair (\$30,000) programs. This adjustment reallocates budget amounts within the current interagency amount and does not increase or decrease the total agreement.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_035 - OMF IA – Financial Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(6,000)	0	(6,000)
Internal Materials and Services	6,000	0	6,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

An internal transfer is requested to increase OMF IA for providing PBOT with audit deliverables and financial statement preparation. This request moves \$6,000 existing appropriation from operating supplies to OMF IA.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_036 - Reserve Fund Transfer

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	500,000	0	500,000
Contingency	0	0	0
TOTAL EXPENDITURES	500,000	0	500,000
REVENUES			
Fund Transfers - Revenue	500,000	0	500,000
TOTAL REVENUES	500,000	0	500,000

Bureau Description:

In keeping with PBOT's effort to increase the Transportation Reserve Fund, this request is being made. This \$500,000 transfer is assumed in the Transportation Operating Fund's FY 15-20 Five-Year Financial Forecast.

CBO Discussion and Recommendation

Recommended as requested. PBOT already had a \$700,000 transfer from the Operating Fund to the Reserve Fund in its Adopted Budget, and this request would increase the total transferred to \$1.2 million in FY 2014-15. With this transfer, PBOT will have \$4.2 million, or about 43%, of the required level of \$9.7 million. PBOT aims to have half of its target funded with annual contributions by the end of FY 2015-16. The transportation reserve policy sets the desired reserve amount at 5% of the bureau's gas tax and on-street parking revenues in the Adopted Budget.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_037 - BPS Interagency Projects

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	20,000	0	20,000
External Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	35,000	0	35,000
REVENUES			
Interagency Revenue	35,000	0	35,000
TOTAL REVENUES	35,000	0	35,000

Bureau Description:

BPS is requesting planning services from PBOT for the comp plan and system completeness as a multi-modal transportation strategy, an overall increase of \$35,000 in IA revenue to PBOT.

CBO Discussion and Recommendation

Recommended as requested. This portion of the work on the City's Comprehensive Plan and system completeness is mainly grant funded and is expected to be completed in FY 2014-15. BPS is the lead on the grant.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_038 - Transportation Planning Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(11,417)	0	(11,417)
External Materials and Services	(28,820)	0	(28,820)
Internal Materials and Services	10,800	0	10,800
Contingency	(37,503)	0	(37,503)
TOTAL EXPENDITURES	(66,940)	0	(66,940)
REVENUES			
Intergovernmental Revenues	(66,940)	0	(66,940)
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	(66,940)	0	(66,940)

Bureau Description:

A technical adjustment is needed to adjust operating grants in Transportation Planning. This adjustment trues up the project budget.

- Central City Multimodal Mixed-Use Area \$9,915
- Division-Neighborhood Street Plan (\$5,000)
- University District (\$50,000)
- Parking Analysis (\$65,000)
- Outer Powell Transportation Safety Project \$33,145
- Regional Truck Study \$10,000
- Tyron-Stephens Neighborhood Street Plan, internal transfer nets to \$0
- Central City Plan 2035, internal transfer nets to \$0

CBO Discussion and Recommendation

Recommended as requested. These true-ups are for various reasons, including the reduction of consultant budget due to ODOT directly paying the consultant (Parking Analysis project) and the elimination of the budget for a project not materializing (University District).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_039 - Special Appropriation Transfer

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	10,000	0	10,000
TOTAL EXPENDITURES	10,000	0	10,000
REVENUES			
Fund Transfers - Revenue	10,000	0	10,000
TOTAL REVENUES	10,000	0	10,000

Bureau Description:

A Special Appropriation request was approved in the Fall BMP for improving the trail near the Robert Gray Middle School in South West Portland. This request is to transfer \$10,000 in Special Appropriations to PBOT. PBOT will be the project lead and in authorizing the payments.

CBO Discussion and Recommendation

Recommended as requested. The corresponding reduction package is SA_018.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_040 - CityFleet IA Adjustment

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(230,000)	0	(230,000)
Internal Materials and Services	230,000	0	230,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

An internal transfer is requested to increase CityFleet IA for the purchase of two aerial trucks for the crews that are responsible for routine maintenance and capital rebuilds of signalized intersections and streetlights, and responding to locations where there are emergencies. Additional vehicles are needed since all aerial trucks are assigned to crews already, which creates a problem when the hybrid trucks frequently have to be sent to the manufacturers service departments off site for maintenance or repairs, this creates lost time and production trying to complete projects, respond to emergencies, and conduct routine repairs out of trucks not suitable or equipped for the work being done. Also, personnel are being added to assist with work load.

This requests moves \$230,000 existing appropriation from repair and maintenance supplies to CityFleet IA. Resolution 35960 requires reporting to City Council all new additional vehicles to the City's Fleet.

CBO Discussion and Recommendation

Recommended as requested. PBOT's total aerial truck fleet count is 17, while the Electrical Maintenance unit has 14 aerial trucks. The bureau states that its vehicles are being utilized every day and that crews are sent out every day to repair, replace, and maintain signals and street lights. PBOT's FY 2015-16 Requested Budget includes a request for new positions to handle the additional workload.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_041 - Streetcar Vehicle

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	550,000	0	550,000
Internal Materials and Services	0	0	0
Capital Outlay	255,000	0	255,000
Contingency	(2,560,000)	0	(2,560,000)
TOTAL EXPENDITURES	(1,755,000)	0	(1,755,000)
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Intergovernmental Revenues	(755,000)	0	(755,000)
Bond and Note	(1,000,000)	0	(1,000,000)
General Fund Discretionary	0	0	0
TOTAL REVENUES	(1,755,000)	0	(1,755,000)

Bureau Description:

A funding adjustment is requested for this project (T00122) to purchase the additional streetcar vehicle and inventory. An adjustment of \$2,550,000 is needed to move from grant funding to GTR contingency. Additionally, a technical adjustment of \$550,000 is needed in the grant fund to complete the streetcar prototype (T00092) project. It is funded by a grant.

CBO Discussion and Recommendation

Recommended as requested. PBOT did not get a Connect Oregon grant from the State for \$1,305,000 for the Streetcar Purchase and so is reducing its budget for grant revenues by that amount. In addition, it is also reducing bond revenues by \$1.0 million for the same project. The \$2.55 million draw on contingency covers those amounts plus \$245,000 in additional expenses. This decision follows OMF-Debt Management's advice to "pay as you go" instead of financing for the best use of funds and saves the bureau approximately \$800,000 in interest payments. \$4.45 million was set-aside for Streetcar capital in the bureau's Five-Year Forecast, and the draw on contingency represents a 57% draw on this set-aside. The rest of the set-aside is being utilized in request TR_042. With the purchase of the vehicle and the completion of the "Close the Loop" project, there is no additional expansion of the Streetcar system for the foreseeable future.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_042 - Streetcar Close/Complete the Loop

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	1,662,335	0	1,662,335
Contingency	(1,900,000)	0	(1,900,000)
TOTAL EXPENDITURES	(237,665)	0	(237,665)
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Bond and Note	(237,665)	0	(237,665)
General Fund Discretionary	0	0	0
TOTAL REVENUES	(237,665)	0	(237,665)

Bureau Description:

A funding adjustment of \$237,665 is requested for complete the loop on eastside streetcar. The project is funded by SDC. However with the slowdown in development in the overlay district, GTR is covering the costs until SDC revenues materialized.

CBO Discussion and Recommendation

Recommended as requested. A part of this request reduces bond revenues by \$237,665 for the Automatic Stopping System project and funds the project with the draw on contingency. The total draw on contingency is \$1.9 million and represents 43% of the \$4.45 million set-aside for Streetcar capital in the bureau's Five-Year Forecast. The rest of the set-aside is being utilized in request TR_041. As with TR_041, this decision follows OMF-Debt Management's advice to "pay as you go" instead of financing for the best use of funds, saving the bureau approximately \$600,000 in interest payments. With the purchase of the vehicle (TR_041) and the completion of the "Close the Loop" project, there is no additional expansion of the Streetcar system for the foreseeable future. It is not known when or if the SDC revenues will materialize, but if they do, the funds would be used to replenish GTR contingency.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_043 - Project Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	470,000	0	470,000
External Materials and Services	(11,065,000)	0	(11,065,000)
Internal Materials and Services	0	0	0
Capital Outlay	(8,815,000)	0	(8,815,000)
Contingency	(4,659,500)	0	(4,659,500)
TOTAL EXPENDITURES	(24,069,500)	0	(24,069,500)
REVENUES			
Budgeted Beginning Fund Balance	(3,143,000)	0	(3,143,000)
Intergovernmental Revenues	(1,026,500)	0	(1,026,500)
Bond and Note	(19,900,000)	0	(19,900,000)
General Fund Discretionary	0	0	0
TOTAL REVENUES	(24,069,500)	0	(24,069,500)

Bureau Description:

An adjustment is requested for the below projects to complete design and construction. The appropriation will be funded by grants and GTR

- T00006 – Division \$400,000
- T00012 – Killingsworth (\$1,500,000)
- T00045 – Lents Town Ctr Foster \$30,000
- T00051 – Burgard Rd Over Abandon RR \$762,500
- T00056 – Sellwood Bridge (\$16,000,000)
- T00121 – 50's Bkwy: NE Thompson \$25,000
- T00134 – Gateway Ph II \$465,000
- T00206 – Springwater Trail \$605,000
- T00212 – Bancroft/Mac \$150,000
- T00266 – SC Track Relocation \$15,000
- T00274 – Red Electric Trail (\$225,000)
- T00278 – SE 122nd \$438,000
- T00305 – SRTS Ramona/Holgate (\$25,000)
- T00336 – Bike Share (\$1,883,000)
- T00338 – 20's Bkwy: Harney \$350,000
- T00339 – Naito Pkwy: I-405 – Jefferson (\$960,000)
- T00358 – Burnside & Pearl Dist (\$480,000)
- T00359 – Street Light Efficiency Prgm \$1,000,000
- T00363 – Active Corridor Mgmt (\$100,000)
- T00383 – East Portland Access Transit (\$3,100,000)
- T00386 – Burgard Rd @ Time Oil Rd (\$235,000)
- T00391 – Thurman St Br Rehab \$480,000
- T00412 – Moody & Hamilton \$18,000
- T00418 – MLK Viaduct – Repainting \$100,000
- T00414 – Central City Multi-Modal Safety (\$125,000)
- T00437 – Marine Dr: 112th – 185th \$325,000
- T00269 – Multnomah Williams \$225,000
- T00387 – Parking Machines (\$4,900,000)
- Local Government Investment Pool match \$75,000

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_043 - Project Adjustments

Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
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CBO Discussion and Recommendation

Recommended as requested. Below is a short discussion of the reasons behind some of the largest adjustments in this request. Due to scheduling, financing, and staffing issues, some of the projects' schedules are being shifted to FY 2015-16.

- Sellwood Bridge (T00056) - Via ordinance in February 2015, the IGA with Multnomah County was amended so that the original amount of \$36 million for match payment was reduced to \$20 million for the year, with the remaining amount of up to \$16 million to be provided no later than June 2017.
- Parking Machines (T00387) - Instead of borrowing through bonds, PBOT is utilizing 100% of its \$4.9 million contingency set-aside for parking pay-stations in the bureau's Five-Year Forecast. The decision to draw from contingency follows OMF-Debt Management's advice to "pay as you go" instead of financing as the best use of funds, saving the bureau approximately \$1.4 million in interest payments.
- East Portland Access Transit (T00383) - Due to scheduling and staffing changes, the project schedule will shift to FY 2015-16, and the funds are being carried over into the following year.
- Bike Share (T00336) - Grant funding is being carried over due to project delays. PBOT is continuing to look for sponsors, with the aim of starting the service in 2016.
- Streetlight Efficiency (T00359) - \$3.0 million of the budget is being shifted from construction to materials, with an additional \$1.0 million in bond revenues also budgeted for materials.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_044 - Streetcar Jasmine Block

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	(230,000)	0	(230,000)
Fund Transfers - Expense	230,000	0	230,000
Contingency	(230,000)	0	(230,000)
TOTAL EXPENDITURES	(230,000)	0	(230,000)
REVENUES			
Budgeted Beginning Fund Balance	(230,000)	0	(230,000)
TOTAL REVENUES	(230,000)	0	(230,000)

Bureau Description:

Construction cost of the Streetcar Jasmine Block came in less than anticipated. An appropriation adjustment is needed to refund the General Fund for the unused portion of the funding, \$230,000.

CBO Discussion and Recommendation

Recommended as requested. Three revenue sources were budgeted for this project: 1) \$1,958,651 from an Oregon State Connect Oregon grant, 2) \$1,573,000 from the Portland Development Commission (PDC), and 3) \$230,000 from the General Fund. Funds from the State were completely utilized, as well as \$1,396,315 from PDC. No resources from the General Fund were needed and so are being returned

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_045 - Tram – Insurance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	23,544	0	23,544
TOTAL EXPENDITURES	23,544	0	23,544
REVENUES			
Intergovernmental Revenues	23,544	0	23,544
TOTAL REVENUES	23,544	0	23,544

Bureau Description:

An appropriation adjustment is needed to pay property insurance for the tram.

CBO Discussion and Recommendation

Recommended as requested. Fare revenues from the Oregon Health & Science University pay for the operating and maintenance costs of the Tram, including the insurance.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_046 - Regulatory Program - OMF IA

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(74,000)	0	(74,000)
Internal Materials and Services	242,000	0	242,000
Contingency	0	0	0
TOTAL EXPENDITURES	168,000	0	168,000
REVENUES			
Licenses & Permits	168,000	0	168,000
TOTAL REVENUES	168,000	0	168,000

Bureau Description:

An internal transfer is requested to increase OMF IA for providing PBOT with space and administrative services for the Regulatory Operation Program. This request increases the OMF IA by \$242,000 (from \$35,000 to \$277,000), reduces existing appropriation for space rent by \$74,813, and increases operating supplies by \$813. This request also increases estimated revenues by \$168,000.

CBO Discussion and Recommendation

Recommended as requested. Regulatory Operations was transferred from the Bureau of Revenue to PBOT effective July 1st, 2014. This included: Private-for-Hire-Transport (including taxis), Private Property Impound, Towing, and Pay-n-Park programs (moved back to the Bureau of Revenue in the Fall BMP). Regulatory staff currently remain at the Columbia Square building while PBOT prepares their new location on the 14th floor of the Portland Building. OMF-Facilities is currently remodeling this space, and PBOT plans to move staff in May 2015. In the meantime, the Bureau of Revenue is charging PBOT for space rent and support costs. When the Adopted Budget was being developed for the transfer, these space rent and support costs were underestimated because only cubicle space was considered, and not meeting space or administrative support costs. \$74,813 originally budgeted for space rent to an outside entity is being transferred to pay the Bureau of Revenue, as well as the budgeting of additional program revenues.

FY 2014-15 operating revenues and expenses - Year-to-date expenses as of AP 8 were about \$575,000. This is lower than a straight-line estimate, since the Bureau of Revenue has not yet charged PBOT, and consulting services will be billed at year-end. By year-end, FY 2014-15 expenses are expected to meet or be slightly lower than the FY 2014-15 budget. Year-to-date revenues as of AP 8 were about \$850,000, which is higher than a straight-line estimate. This, combined with the roughly \$68,000 penalty paid by Uber, is the reason PBOT is increasing estimated revenues by about \$168,000. By year-end, revenues are on track to meet the revised FY 2014-15 budget.

PBOT will have additional revenues and expenses in FY 2014-15 related to transportation network companies, for example Uber and Lyft. At this time, it appears that additional revenues will cover additional costs, at least for the year. PBOT is monitoring costs in this program area and will adjust the FY 2015-16 budget as necessary in the Fall of 2015.

PBOT's Adopted Budget includes \$45,000 of General Fund support for expenses pertaining to moving the program from Columbia Square to the Portland Building. Work is underway to prepare the 14th floor. Year-to-date expenses for this purpose as of AP 8 were only about \$3,000, since OMF-Facilities has not yet charged PBOT for space remodeling or moving costs. PBOT and Facilities are still working to determine the actual costs of space remodeling and moving. PBOT expects costs to be at least \$45,000.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_047 - IA – Right of Way and Survey Services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	56,830	0	56,830
External Materials and Services	165,780	0	165,780
Internal Materials and Services	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	222,610	0	222,610
REVENUES			
Interagency Revenue	222,610	0	222,610
TOTAL REVENUES	222,610	0	222,610

Bureau Description:

Parks and Environmental Services are requesting survey and right of way services from PBOT for their projects, an increase of \$222,610 in IA revenue to PBOT.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_048 - Adjust IA for PBOT services to OMF

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	277,000	0	277,000
TOTAL EXPENDITURES	277,000	0	277,000
REVENUES			
Interagency Revenue	277,000	0	277,000
TOTAL REVENUES	277,000	0	277,000

Bureau Description:

This adjustment increases the interagency with the Office of Management and Finance (Facilities and Fleet Services) in order to fund additional engineering, survey and street patching/sealing services provided by PBOT.

CBO Discussion and Recommendation

Recommended as requested. PBOT completed two paving maintenance projects for OMF: 1) a rebuilt and resurfacing of the south parking lot at Kerby Yard prior to CityFleet taking over the space and the lease from the State, and 2) a crack and fog sealing of the Police Bureau training center's parking lot.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_049 - IA with Water for street patching services

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	1,000,000	0	1,000,000
TOTAL EXPENDITURES	1,000,000	0	1,000,000
REVENUES			
Interagency Revenue	1,000,000	0	1,000,000
TOTAL REVENUES	1,000,000	0	1,000,000

Bureau Description:

This adjustment increases the interagency budget in order for PBOT Maintenance to provide additional street pavement patching services to the Water Bureau.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_050 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	10,302	0	10,302
TOTAL EXPENDITURES	10,302	0	10,302
REVENUES			
Fund Transfers - Revenue	10,302	0	10,302
TOTAL REVENUES	10,302	0	10,302

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_010 - Technical Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(36,576)	0	(36,576)
Internal Materials and Services	36,576	0	36,576
Fund Transfers - Expense	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Technical Adjustments:

- a. This technical adjustment is between external M&S and internal M&S and results in a net change of zero in budget. Shifting budget savings of \$300,000 for increased bank fees due to increased customers payments made electronically. Bank fees continue to rise as a cost to the Bureau as more and more customers pay their Water Bills using online payment options. More customers signing up for monthly statements are also increasing the amount of payment transactions.
- b. Shift funds by \$2,000 to increase Interagency with Bureau of Planning and Sustainability for Water Bureau's sponsorship of the City's effort of the Sustainability Work Program to provide business more information on ways to be more sustainable as a business.
- c. Shift funds to increase interagency with facilities by \$34,576 for occupying two parking bays and some building space at the Jerome Sears building and for Interstate janitorial services from January through June 2015. The two parking bays are for the full year, \$250 per bay per month. Building space is for \$250 a month for 10 months.

CBO Discussion and Recommendation

Recommended as requested.

The bureau is shifting \$300,000 from electrical costs budget to pay for expected increased bank fees associated with electronic payments of water bills.

These increased fees have been incorporated into the FY 2015-16 requested budget, increasing from \$500,000 in the FY 2014-15 Adopted Budget to \$800,000 FY 2015-16. The bureau's electricity needs are largely driven by instances of when groundwater is used to augment the City's water supply. These instances often occur during low water supplies in the summer or following turbidity events in the Bull Run Watershed, which typically happens in winter months. Based on the low potential for needing to use ground water during the remainder of FY 2014-15, the bureau believes that the decreased electricity budget is sufficient for the remainder of the fiscal year.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_011 - Innovation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	17,000	0	17,000
Internal Materials and Services	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	17,000	0	17,000
REVENUES			
Fund Transfers - Revenue	17,000	0	17,000
TOTAL REVENUES	17,000	0	17,000

Bureau Description:

Innovation Fund: Transfer from the General Fund of \$17,000 awarded for innovation fund project. The Water Bureau project Water Quality Map Widget was approved for micro grant funding in January 2015. This funding would develop an online and mobile enhanced map-based tool allowing Bureau's to share resources for residents to find up to date maps of activities in one place.

CBO Discussion and Recommendation

Recommended as requested.

The Office of Management and Finance has led a process to allocate these funds. This request represents the outcome of that process.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: New Request

Request: WA_012 - New Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	25,200	0	25,200
TOTAL EXPENDITURES	25,200	0	25,200
REVENUES			
Interagency Revenue	25,200	0	25,200
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	25,200	0	25,200

Bureau Description:

Increase Revenues/Resources

- a. Facilities IA: Establish interagency with Facilities by \$9,200 for space leased for use as homeless camp office.
- b. Parks IA: Increase interagency revenue by \$16,000 with Parks to provide decorative fountain SCADA monitoring services.

CBO Discussion and Recommendation

Recommended as requested.

Additional revenues of \$25,200 from the Facilities and Parks' interagency agreements will be budgeted in contingency.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_013 - CIP Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	4,412,000	0	4,412,000
Internal Materials and Services	1,180,000	0	1,180,000
Capital Outlay	(14,766,000)	0	(14,766,000)
Contingency	9,174,000	0	9,174,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

CIP Adjustments:

Reduce CIP budget by \$9,174,000 to reflect current CIP projects. Refer to the Spring BMP Current Year Capital Reporting (BRASS C2) for additional information.

Program Summary Adjustment

Supply: (\$2,028,000)

Terminal Storage: \$960,000

Treatment: \$430,000

Distribution: (\$9,086,000)

Regulatory Compliance: \$250,000

Support: \$300,000

CIP Total Adjustment: (\$9,174,000)

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests to decrease its FY 2014-15 capital budget by a net amount of \$9.1 million. These funds will be budgeted to contingency in FY 2014-15 and then likely reallocated to projects as needed in the FY 2015-16 Fall BMP. These transfers are primarily driven by projects continuing into FY 2015-16; however, several of the adjustments reflect changes to project total. Some notable adjustments include:

- Increase of \$4.2 million to Powell Butte 2 project due to increase project timeline but overall project total decrease of \$2.5 million
- Decrease of \$4.5 million to Fulton Pump Station Improvements project due to permitting and procurement delays, and an expected increase in overall project costs of \$2.8 million
- Increase of \$2.15 million to the Washington Park Reservoir 3 project due to increased costs of geotechnical complexities.
- Decrease of \$5.45 million to Kelly Butte Reservoir project, reflecting current year underspending but also an overall decrease in estimated project costs of \$1.9 million.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_014 - Adjust the Water Bureau beginning fund balance

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	52,925	0	52,925
Contingency	24,664,669	0	24,664,669
TOTAL EXPENDITURES	24,717,594	0	24,717,594
REVENUES			
Budgeted Beginning Fund Balance	24,717,594	0	24,717,594
TOTAL REVENUES	24,717,594	0	24,717,594

Bureau Description:

Beginning Fund Balance:
Adjust the Water Bureau beginning fund balances to be consistent with the City's FY 2013-14 CAFR balances.

CBO Discussion and Recommendation

Recommended as requested.

Bureau contingency was increased by \$17.4 million to offset the increase in the beginning fund balance of the Water Operating Fund, \$7.3 million in the Water Construction Fund, and ending fund balance was increase by \$52,925 in Water Bond Sinking Fund. Depending upon year end revenues and expenses, a portion of the \$24.7 million total will fall to balance and then be budgeted as beginning fund balance and used to slightly lower rate increase in FY 2015-16, budgeted to contingency in FY 2015-16, or used to cash finance a greater portion of capital projects in FY 2015-16.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_015 - Cash Transfer Adjustments

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Fund Transfers - Expense	3,797,830	0	3,797,830
Contingency	3,000,000	0	3,000,000
TOTAL EXPENDITURES	6,797,830	0	6,797,830
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Charges for Services	3,000,000	0	3,000,000
Fund Transfers - Revenue	3,797,830	0	3,797,830
TOTAL REVENUES	6,797,830	0	6,797,830

Bureau Description:

Cash Transfers Adjustments:

Adjust cash transfers between Water Bureau funds for additional capital revenue transfers. Additional capital revenue of \$3,000,000 million is anticipated for service installations and additional capital revenues of \$797,830 that were received in the prior year will be transferred to the Construction Fund.

CBO Discussion and Recommendation

Recommended as requested.

Receipt of service installation revenues of \$3.0 million are anticipated to be received into the bureau's operating fund, which will then be transferred to the Water Construction Fund. The bureau is also decreasing operating contingency by \$797,830, which was originally received as capital revenues in FY 2013-14 and now being transferred by this amount to the construction fund's contingency. These funds eventually will be transferred back to the operating fund in order to provide resources for capital expenditures, (as capital expenditures are booked within the operating fund).

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_016 - Adjustments associated with Bond Sale

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	(3,347,723)	0	(3,347,723)
Bond Expenses	(955,625)	0	(955,625)
Fund Transfers - Expense	(955,623)	0	(955,623)
Contingency	(22,722,752)	0	(22,722,752)
TOTAL EXPENDITURES	(27,981,723)	0	(27,981,723)
REVENUES			
Charges for Services	0	0	0
Fund Transfers - Revenue	(955,623)	0	(955,623)
Bond and Note	(27,026,100)	0	(27,026,100)
TOTAL REVENUES	(27,981,723)	0	(27,981,723)

Bureau Description:

Adjustments for Bond Sale in December 2014.

- a. Bond proceeds reduction of \$23,678,375 to reflect the actual amount from the December 2014 bond issuance.
- b. Bond issuance costs reduction of \$417,864 to align with actual bond issuance costs. A cash transfer adjustment for the same reduction in bond issuance costs is reflected for the Water Operating and Water Construction Funds.
- c. A bond reserve reduction of \$3,347,725 to reflect actual bond reserve requirements for the December 2014 issuance.
- d. Increased bond principal requirements of \$782,787 and reduced bond interest requirements of \$1,320,548 to align the budget with the actual debt service associated with the December 2014 bond issuance. An adjustment of \$537,759 is made to reduce the cash transfer from the Water Operating to the Water Sinking fund for debt service payment.
- e. Adjust cash transfers between the Water Construction and Water Sinking funds of \$200,000 for reduced interest earnings on bond proceeds. A corresponding increase was made to the cash transfer from the Water Operating to the Water Sinking Fund.

CBO Discussion and Recommendation

Recommended as requested.

The bureau requests a series of adjustments so that budget amounts accurately reflect bonds proceeds and related expenses of the December 2014 bond sale of \$84,975,000. The budgeted amount of the bond sale was reduced by \$37.0 million to better align with the resources available for the capital program and the timing of projects over the next two years. The bureau anticipates that the next bond sale will occur in fall of 2016, depending upon the cash needs of the capital program.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_018 - Increase Hydropower I/A with OMF Accounting Div.

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(8,000)	0	(8,000)
Internal Materials and Services	8,000	0	8,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

During each year, the OMF Accounting Division handles the required accounting for Hydropower's three funds and also facilitates an audit of the Hydropower finances. This year, additional work has been required of the OMF Accounting Division staff as they have facilitated the audit preparation which will require the I/A between Hydropower and OMF Accounting to be increased by an amount of \$8,000 over the originally budgeted amount.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: Technical Adjustment

Request: WA_019 - Campaign Finance Fund Refund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Contingency	7,627	0	7,627
TOTAL EXPENDITURES	7,627	0	7,627
REVENUES			
Fund Transfers - Revenue	7,627	0	7,627
TOTAL REVENUES	7,627	0	7,627

Bureau Description:

This request is added by CBO. It receives funding from the General Fund for campaign finance fund reimbursement. The Campaign Finance Fund is closed, so when the City received reimbursement in FY 2014-15 for campaign finance funding, it was received in the General Fund. Those resources are now returned to the contributing bureaus according to the allocation of the original contribution.

CBO Discussion and Recommendation

Recommended as requested. The Water Fund will receive \$7,472 and the Hydroelectric Power Operating Fund will receive. Funding will be budgeted in contingency.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Water Bureau

Type: New Request

Request: WA_020 - Add Customer Account Specialist I

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	0.03	0.00	0.03
TOTAL FTE	0.03	0.00	0.03

Bureau Description:

The bureau requests approval to reduce 1.0 FTE Customer Account Specialist II position and create two 0.6 FTE Customer Account Specialist I positions, allowing the bureau to better meet service level targets during peak periods.

CBO Discussion and Recommendation

The reduction of the 1.0 FTE and ongoing increase of two 0.6 FTE results in a net increase of 0.2 FTE and position authority for one additional position. The ongoing costs of this request is projected to be \$1,200 per year. This request results in \$476 of additional costs in FY 2014-15 and the addition of 0.03 FTE, which the bureau will offset by decreasing its overtime budget.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Program Carryover Request

Request: ZD_002 - Carryover - Innovation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(57,000)	0	(57,000)
TOTAL EXPENDITURES	(57,000)	0	(57,000)
REVENUES			
General Fund Discretionary	(57,000)	0	(57,000)
TOTAL REVENUES	(57,000)	0	(57,000)

Bureau Description:

PDC was the recipient of \$80,000 from the Mayor's Innovation Fund to be utilized over two fiscal years. The \$80,000 was received at the end of FY 13/14 and request was made (and granted) to start expenditures in FY 14/15. The \$57,000 equals the balance remaining. Program development started at the beginning of FY 14/15 in coordination with several City Bureaus. On March 17th we publically launched the match-making program and technology tool (Switchboard). Remaining funds will be used for program marketing, event organization and facilitation, and new initiatives.

CBO Discussion and Recommendation

Recommended with concerns that prospective expenditures and new initiatives may not align with Council intent. The Early Adopter Program aims to "identify private sector-sourced solutions that enable city government to foster innovation and create greater efficiencies in its service delivery." The primary activities of the program include: (1) developing a platform to identify current city innovations, (2) convene an advisory committee of City bureau staff, and (3) PDC review of known local technology products and services. PDC's reported budget plan for the \$57,000 carryover is to host events, retain consultant services to ensure project success, cover web development and hosting costs, and potential travel to examine practices in other US cities.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Program Carryover Request

Request: ZD_003 - Carryover - Partner Capacity Building

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(100,000)	0	(100,000)
TOTAL EXPENDITURES	(100,000)	0	(100,000)
REVENUES			
General Fund Discretionary	(100,000)	0	(100,000)
TOTAL REVENUES	(100,000)	0	(100,000)

Bureau Description:

Include. Innovate. Invest. PORTLAND (I3PDX) partner capacity building. I3PDX serves as our umbrella initiative from which inclusive entrepreneurship programs are launched (ex. Startup PDX Challenge; Startup Weekend Access). Increasingly, there is a need to partner with community-based organizations to reach underrepresented populations (women, communities of color, residents with disabilities veterans). We are also looking for community-based organizations to help PDC provide technical assistance to entrepreneurs. The \$100,000 will be used to solicit and contract with community-based organizations interested in serving as a PDC technical assistance provider to further inclusive entrepreneurship efforts. The public solicitation for partners will likely occur this fiscal year, but actual contracts, fund disbursements and services rendered will not occur until FY 15/16.

CBO Discussion and Recommendation

Recommended as requested. March 31, 2015 was the original targeted deadline to solicit partners. PDC has adjusted the timeline to solicit partners by June 30th and execute contracts by September 30th. The planned budget for the \$100,000 carryover will focus on financial assistance and materials and services to enhance technical assistance capacity to serve entrepreneurs from underrepresented populations.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Technical Adjustment

Request: ZD_004 - Venture PDX, East PDX (Special Approp Transfer)

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	99,999	0	99,999
TOTAL EXPENDITURES	99,999	0	99,999
REVENUES			
General Fund Discretionary	99,999	0	99,999
TOTAL REVENUES	99,999	0	99,999

Bureau Description:

General Fund resources to Venture Portland to help strengthen East Portland Business Associations. The funds will support staffing, technical assistance, grants, and quarterly meetings of business associations.

CBO Discussion and Recommendation

Recommended as requested. There is a corresponding package in PDC (SA_019) to receive the funds, resulting in a net zero fiscal impact.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Program Carryover Request

Request: ZD_005 - Carryover - Neighborhood Econ Dev Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(60,000)	0	(60,000)
TOTAL EXPENDITURES	(60,000)	0	(60,000)
REVENUES			
General Fund Discretionary	(60,000)	0	(60,000)
TOTAL REVENUES	(60,000)	0	(60,000)

Bureau Description:

PDC requests to carryover a portion of the Neighborhood Economic Development add-package of \$100,000. The package provides funding for three grants to community-based organizations focused on economic development issues in Lents Town Center, along Martin Luther King Jr. Blvd., and in the Old Town/China Town neighborhood. One grant agreement has been executed and the two remaining grants will be executed soon. PDC estimates that up to \$40,000 will be expended from these grants by June 30, 2015 and \$60,000 disbursing in FY 2015-16.

CBO Discussion and Recommendation

Recommended as requested. To date, a \$40,000 grant agreement was executed with the Old Town Chinatown Community Association. The remaining funds would serve the Lents Grown Business District, and along Martin Luther King, Jr Blvd in the Interstate Urban Renewal Area (URA). A \$30,000 grant agreement for services in the Lents neighborhood is under review. The scope of services would include outreach, community event planning, networking seminars, other promotional activities, and fiscal sponsorship fees to Zenger Farms. For the other \$30,000 in the carryover requests, PDC staff has engaged the North/Northeast Business Association and intends to finalize a grant agreement by June 30th.