

FY 2016-17 Over-Expenditure Ordinance: Requests and Recommendations

This document provides detail on all bureau requests and CBO recommendations.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: City Budget Office

Type: Technical Adjustment

Request: BO_005 - City Budget Office - Technical Adjustments

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

Bureau Description:

Shifts \$14,000 from Personnel Services to Internal Materials & Services to avoid overexpenditure in that category.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Bureau of Development Services

Type: New Request

Request: DS_014 - OEO Adjustments to External Materials & Services

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	400,000	0	400,000
TOTAL EXPENDITURES	400,000	0	400,000
REVENUES			
Licenses & Permits	200,000	0	200,000
Charges for Services	200,000	0	200,000
Miscellaneous	0	0	0
TOTAL REVENUES	400,000	0	400,000

Bureau Description:

This is an adjustment of \$400,000 to External Materials and Services due to increased parking space rental; higher than anticipated education and consultant costs; and to prevent over-expenditure.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Bureau of Emergency Communications

Type: Technical Adjustment

Request: EC_012 - BOEC FY 1617 OEO

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(400,000)	0	(400,000)
External Materials and Services	400,000	0	400,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Recently a new application has become available that BOEC wishes to purchase from Versaterm (the BOEC CAD vendor) and have it available as part of the CAD on the operations floor. This application is called vMobile and BOEC desires a total of 400 licenses. The application gives field responders access to CAD from a mobile device (in addition to the MDT in the vehicles). The responders will be able to access CAD data, law enforcement data (warrants, driving records, etc.) and will allow the dispatchers to track responder physical location from the mobile device. This purchase will also allow a larger group of public safety responders to use their mobile devices to access this data.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Bureau of Environmental Services

Type: _____

Request: ES_013 - BES FY 2016-17 Over-Expenditure Budget Adj.

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Unappropriated Fund Balance	(1,816,066)	0	(1,816,066)
Capital Outlay	(3,833,934)	0	(3,833,934)
Fund Transfers - Expense	4,833,934	4,050,000	8,883,934
Contingency	10,700,000	0	10,700,000
TOTAL EXPENDITURES	9,883,934	4,050,000	13,933,934
REVENUES			
Charges for Services	5,050,000	0	5,050,000
Fund Transfers - Revenue	4,833,934	4,050,000	8,883,934
TOTAL REVENUES	9,883,934	4,050,000	13,933,934

Bureau Description:

This request reflects the recognition of additional commercial SDC revenues of \$3.7 million over the current budget estimate. The additional SDC revenues will be transferred to the Debt Service Fund reducing the amount the Operating Fund will be required to transfer to meet the debt service obligation of the same amount. As a result, the Operating Fund will transfer \$3.7 million to the Rate Stabilization Fund.

This request also recognizes an additional \$1.35 million of user charges collected beyond projections, a reduction of \$1.8 million for debt service reserves due to the delayed bonds sale, and a reduction of \$3.8 million in planned vehicle replacements that have been delayed. The combined total of \$7 million will be transferred to the construction fund and will ultimately delay the next bond sale to early calendar year 2018.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Fire & Rescue

Type: New Request

Request: FR_017 - Over-expenditure capital adjustment

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(167,000)	0	(167,000)
Capital Outlay	167,000	0	167,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request transfers \$167,000 to offset the purchase of training software (TargetSolutions) and the increased cost of a fire engine and heavy rescue squad.

CBO Discussion and Recommendation

As noted in prior CBO analyses, PF&R does not have a separate major maintenance/capital fund that is reserved for regular capital costs. To address these needs, costs are budgeted in the bureau's operating budget and projected underspending in materials and services is routinely reallocated to address the most pressing major maintenance needs.

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Government Relations

Type: Technical Adjustment

Request: GR_002 - Overexpenditures

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(2,000)	0	(2,000)
Internal Materials and Services	2,000	0	2,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Transfer \$2,000 from external materials & services to internal materials & services to prevent potential overexpenditures.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_026 - Move Property Acquisition Costs to Capital Fund

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(275,000)	0	(275,000)
Capital Outlay	275,000	0	275,000
Fund Transfers - Expense	275,000	0	275,000
TOTAL EXPENDITURES	275,000	0	275,000
REVENUES			
Fund Transfers - Revenue	275,000	0	275,000
TOTAL REVENUES	275,000	0	275,000

Bureau Description:

This request moves funding and costs for the acquisition of two properties to the Housing Capital Fund. The subfunds for these acquisitions had not been determined at the time for the spring BuMP. Acquisition of the properties is expected to occur in FY 17-18, using the Short Term Rental Bond.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Housing Bureau

Type: Program Carryover Request

Request: HC_027 - Program Carryover - JOHS

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(750,000)	0	(750,000)
TOTAL EXPENDITURES	(750,000)	0	(750,000)
REVENUES			
General Fund Discretionary	(750,000)	0	(750,000)
TOTAL REVENUES	(750,000)	0	(750,000)

Bureau Description:

This request is to reduce appropriations for the Joint Office of Homeless Services in order to carryover unspent program funding in FY 2017-18.

CBO Discussion and Recommendation

Recommended as requested. PHB will continue to work closely with the Joint Office to monitor expenditures through year-end.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Housing Bureau

Type: New Request

Request: HC_028 - Rebudget housing project

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	1,500,000	0	1,500,000
TOTAL EXPENDITURES	1,500,000	0	1,500,000
REVENUES			
Intergovernmental Revenues	1,500,000	0	1,500,000
TOTAL REVENUES	1,500,000	0	1,500,000

Bureau Description:

This request is to appropriate additional funds for the Beatrice Morrow housing development project. More funding is being disbursed in FY 2016-17 than was previously anticipated. There is no change to the overall budget for the project.

CBO Discussion and Recommendation

Recommended as requested. Additional funding is required in FY 2016-17 due to a quicker-than-anticipated start to construction. An offsetting adjustment will be made in the Fall BMP.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_029 - Adjustments to reflect Bond sale amount

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	13,000	0	13,000
External Materials and Services	79,263	0	79,263
Bond Expenses	258,100	0	258,100
TOTAL EXPENDITURES	350,363	0	350,363
REVENUES			
Bond and Note	362,363	0	362,363
Miscellaneous	(12,000)	0	(12,000)
TOTAL REVENUES	350,363	0	350,363

Bureau Description:

This request is a series of adjustments to true up the Ellington Apartment transaction. The primary change is recognizing the actual amount of bond proceeds to cover the bond issuance costs.

CBO Discussion and Recommendation

Recommended as requested. These are technical adjustments to true-up bond proceeds; reflect correct acquisition expenses, closing costs, and interest earnings; and correct a sub-fund imbalance.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_030 - Miscellaneous Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	32,675	0	32,675
External Materials and Services	106,700	0	106,700
Internal Materials and Services	9,000	0	9,000
Fund Transfers - Expense	0	0	0
Contingency	(129,000)	0	(129,000)
TOTAL EXPENDITURES	19,375	0	19,375
REVENUES			
Budgeted Beginning Fund Balance	1,800	0	1,800
Charges for Services	24,156	0	24,156
Intergovernmental Revenues	(15,581)	0	(15,581)
Interagency Revenue	9,000	0	9,000
TOTAL REVENUES	19,375	0	19,375

Bureau Description:

This request covers a number of small, primarily technical adjustments, to align the PHB budget with expected expenditures through year-end. The most significant change is moving \$129,000 from contingency in the HIF to reflect the full pre-development disbursement amount for the Stark Street I & II project in FY 2016-17. Funding was put into contingency for this potential change. This adjustment does not change the total funding amount for the project.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Housing Bureau

Type: Technical Adjustment

Request: HC_031 - Joyce Apartment Building

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	141,000	0	141,000
TOTAL EXPENDITURES	141,000	0	141,000
REVENUES			
Charges for Services	141,000	0	141,000
TOTAL REVENUES	141,000	0	141,000

Bureau Description:

This request is to reflect appropriating revenues and expenditures for the gross, rather than net costs of the Joyce Apartment building in order to better align with accounting standards and best practices.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_264 - BTS - Mobile Application Management

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

Bureau Description:

This request is to reappropriate funds to correct an error made in the Spring BMP. The Spring BMP error resulted in negative appropriation in a capital account. This corrects that error and reduces appropriation in two external materials & services accounts.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_265 - BTS - GIS Infrastructure Technology Refresh

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Capital Outlay	152,186	0	152,186
Contingency	(152,186)	0	(152,186)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to appropriate funds for the GIS Infrastructure Technology Refresh which were removed in the Spring BMP. This project was not expected to incur any expenses, but BTS managers later changed their mind and made project purchases. This appropriation will cover anticipated FY 2016-17 purchases.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_266 - BTS - E-Government Infrastructure Tech. Refresh

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Capital Outlay	151,825	0	151,825
Contingency	(151,825)	0	(151,825)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reappropriate funds for the E-Government Infrastructure Technology Refresh project. Funding was removed in the Spring BMP at the request of BTS managers. They later determined that project purchases would take place before year-end. This appropriation will cover those purchases.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_267 - BTS - IA Increase with Facilities Services

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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 appropriate an additional \$100,000 with Facilities Services. The year's final projection of internal services expenses indicates additional funds might be needed to prevent overexpending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_268 - BTS - Facilities Services IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	30,000	0	30,000
Contingency	50,000	0	50,000
TOTAL EXPENDITURES	80,000	0	80,000
REVENUES			
Interagency Revenue	80,000	0	80,000
TOTAL REVENUES	80,000	0	80,000

Bureau Description:

Facilities Services has requested an increase in their interagency with BTS to cover additional Radio & Video Billable and Strategic Technology Billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_269 - BTS - Government Relations IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Contingency	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:

Government Relations has requested an increase in their interagency with BTS to cover additional Desktop Support expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_270 - BTS - OMF IA Changes

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	52,500	0	52,500
Contingency	56,000	0	56,000
TOTAL EXPENDITURES	108,500	0	108,500
REVENUES			
Interagency Revenue	108,500	0	108,500
TOTAL REVENUES	108,500	0	108,500

Bureau Description:

OMF has requested various interagency adjustments with BTS to cover increased spending in Telecomm Service, Cellular Phones, Telecomm Billable, Desktop Support, and Operations Passthrough. Also included in these changes is a decrease in spending for Server Support.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_271 - Facilities - Return SWC Unused General Funds

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(32,882)	32,882	0
TOTAL EXPENDITURES	(32,882)	32,882	0
REVENUES			
Fund Transfers - Revenue	(32,882)	32,882	0
TOTAL REVENUES	(32,882)	32,882	0

Bureau Description:

In the FY 2016-17 Fall BMP, Facilities received \$150,000 from the General Fund for a campsite cleanup effort on the Spring Water Corridor. Of that amount, \$117,118 was utilized for the cleanup. This package returns unused General Funds in the amount of \$32,882.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_272 - Facilities - Budget \$30,000 for Debt Issuance

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(30,000)	(12,000)	(42,000)
Bond Expenses	30,000	12,000	42,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This package budgets \$30,000 for the cost of debt issuance, related to the Portland Building Reconstruction project.

Per the request of Facilities Services, CBO has increased this package to \$42,000, and updated the package narrative as follows: This package budgets \$42,000 for the cost of debt issuance related to the Portland Building Reconstruction project, and Archives debt refinancing.

CBO Discussion and Recommendation

Recommended as requested. Per the request of Facilities Services, CBO has increased this package to \$42,000 to include costs for refinancing debt on the Archives building.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_273 - Facilities - Increase IA with BTS as Provider

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(80,000)	0	(80,000)
Internal Materials and Services	80,000	0	80,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This package requests to increase the IA between Facilities and BTS, where BTS is the provider, in order to ensure enough budget in variable services for any potential unforeseen expenses through year-end.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_274 - Facilities -Increase IA with P&D as the Provider

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

Bureau Description:

This package requests to increase the IA between Facilities and P&D, where P&D is the provider, in order to ensure enough budget in variable services for any potential unforeseen expenses through year-end.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_275 - Facilities - Match BTS IA Increase Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	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 match an IA increase at the request of BTS.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_276 - Facilities - Match BRFS IA Increase Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

This package is to match an IA increase requested by BRFS.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Mid-Year Reductions

Request: MF_277 - BRFS - Revenue Division Multco Revenue Reduction

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(24,795)	0	(24,795)
External Materials and Services	0	0	0
TOTAL EXPENDITURES	(24,795)	0	(24,795)
REVENUES			
Intergovernmental Revenues	(24,795)	0	(24,795)
TOTAL REVENUES	(24,795)	0	(24,795)

Bureau Description:

This decision package reduces the BRFS Revenue Division personnel services budget by \$28,932. This is necessary due to an adjustment to decision package MF_31 ("Support Revenue Collection") which requested 3 FTE in the FY 2016-17 budget process. The CBO recommended that "a portion of the funding source be intergovernmental revenues from the County" for the 1 FTE requested for the Unregistered Compliance Team (responsible for obtaining business license tax compliance from unregistered businesses). BRFS could not realize this revenue assumption in FY 2016-17, given that the multi-year City-County intergovernmental agreement is not up for renewal and renegotiation until June 30, 2019.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_278 - BRFS - Technical Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(218,140)	0	(218,140)
External Materials and Services	158,640	0	158,640
Internal Materials and Services	59,500	0	59,500
Capital Outlay	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This request includes technical adjustments within multiple divisions and between major object code levels in order to better align budget with projected spending and ensure against overspending major object categories. One technical adjustment includes a \$10,000 transfer from the Accounting Division to the Grants Division to cover the unanticipated cost of restating a Federal financial reporting requirement. The remaining adjustments are made within division budgets.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_279 - Bus Ops-Technical Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	45,000	0	45,000
External Materials and Services	(95,000)	0	(95,000)
Internal Materials and Services	50,000	0	50,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves \$95,000 from External Materials and Services into Internal Materials and Services (\$50,000) and Personnel Services (\$45,000) to better align budget with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_280 - BTS - Business Operations IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Contingency	35,000	0	35,000
TOTAL EXPENDITURES	35,000	0	35,000
REVENUES			
Interagency Revenue	35,000	0	35,000
TOTAL REVENUES	35,000	0	35,000

Bureau Description:

OMF Business Operations has requested an increase to their interagency with BTS to cover additional Operations Passthrough and Desktop Support expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_281 - Facilities - Match BusOps IA Increase Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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 package is to match an IA increase requested by OMF Business Operations.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_282 - EBS - Personnel Services Appropriation Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	75,000	0	75,000
Contingency	(75,000)	0	(75,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to increase EBS personnel services appropriation. The appropriation increase is funded by operating contingency. The primary drivers of this change are unbudgeted pay increase and payout. This appropriation will cover the remaining FY 2016-17 expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_283 - BRFS - Revenue Division Interfund Loan

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Bond Expenses	10,000	0	10,000
Contingency	0	0	0
TOTAL EXPENDITURES	10,000	0	10,000
REVENUES			
Bond and Note	10,000	0	10,000
TOTAL REVENUES	10,000	0	10,000

Bureau Description:

This request will appropriate an interfund loan from the Arts Education & Access Fund and the Recreational Marijuana Tax Fund. This is necessary in order for OMF to remain in compliance with City policy concerning fiscal year end fund cash position. The Recreational Marijuana Tax Fund will soon receive its first disbursement of tax revenues from the State of Oregon, but given that the payment may not be received by June 30th, the budget authority to execute an interfund loan is necessary to allow OMF to maintain a positive cash position in the fund at fiscal year-end. If the loan is executed, it will be repaid early in FY 2017-18.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_284 - BRFS - Revenue Division Arts Tax Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(50,000)	0	(50,000)
External Materials and Services	(50,000)	0	(50,000)
Internal Materials and Services	215,000	0	215,000
TOTAL EXPENDITURES	115,000	0	115,000
REVENUES			
Interagency Revenue	115,000	0	115,000
TOTAL REVENUES	115,000	0	115,000

Bureau Description:

This request will increase budget for arts tax collection activities by \$100,000. Expenditures are projected to exceed budget for two reasons. First, the program uses a lockbox service for incoming payment processing and did so for the entire fiscal year (as opposed to only a partial year during the last fiscal year). Second, printing & distribution costs included final demand letters for the first time this fiscal year which amounted to over 100,000 pieces of mail.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_285 - PSSRP - Facilities Services IA Reduce with PSSRP

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Internal 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 increase the contingency account and to reduce Facilities Services IA by \$22,500 because PSSRP moved and is no longer using the rented space in the 1900 Building.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_286 - PSSRP - Operating Budget Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	15,000	0	15,000
External Materials and Services	7,500	0	7,500
Contingency	(22,500)	0	(22,500)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request is to reappropriate funds totaling \$22,500 to increase Personal Services and External Material & Services to cover anticipated expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_287 - Facilities - Reduce PSSRP Rent at 1900 Bldg

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(22,500)	0	(22,500)
TOTAL EXPENDITURES	(22,500)	0	(22,500)
REVENUES			
Interagency Revenue	(22,500)	0	(22,500)
TOTAL REVENUES	(22,500)	0	(22,500)

Bureau Description:

This package is to reduce PSSRP's rent by \$22,500 for their move out of the 1900 Building.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_288 - BTS - CBO IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

The City Budget Office has requested an increase in their interagency with BTS to cover additional expenses in various accounts. The additional funds will be appropriated in Operations Passthrough.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_289 - BTS - Comm. PA IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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 Commissioner of Public Affairs office has requested an increase in their interagency with BTS to cover additional cellular phone expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_290 - BHR GF-Technical Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(20,000)	0	(20,000)
Internal Materials and Services	20,000	0	20,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves \$20,000 from Personnel Services into Internal Materials and Services to better align budget with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_291 - BTS - BHR IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Contingency	20,000	0	20,000
TOTAL EXPENDITURES	20,000	0	20,000
REVENUES			
Interagency Revenue	20,000	0	20,000
TOTAL REVENUES	20,000	0	20,000

Bureau Description:

The Bureau of Human Resources has requested an increase in their interagency to cover additional Enterprise Server and Desktop Support expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_292 - Bus Ops-Recognize Charitable Campaign Revenue

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	16,605	0	16,605
TOTAL EXPENDITURES	16,605	0	16,605
REVENUES			
Miscellaneous	16,605	0	16,605
TOTAL REVENUES	16,605	0	16,605

Bureau Description:

This request recognizes \$16,605 in charitable campaign revenue within the Business Operations budget. This revenue funds a portion of a Management Analyst to coordinate and monitor the Citywide Charitable Campaign. The personnel 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 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_293 - Facilities - Match Special Approps IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	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 package matches an IA increase requested by Special Appropriations for requested services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_294 - BTS - Special Appropriations IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Contingency	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:

Special Appropriations has requested an increase in their interagency with BTS to cover additional Radio & Video Billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Program Carryover Request

Request: MF_295 - BHR-Programmatic Carryover

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel 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:

The Bureau of Human Resources (BHR)-General Fund is requesting a \$100,000 programmatic carryover for records management costs in preparation for the Portland Building move. This request will be funded by vacancy savings within the General Fund portion of BHR.

CBO Discussion and Recommendation

CBO typically only recommends program carryovers for discrete projects with clearly defined scope, timelines and budgets. These projects are often appropriated or begun in one year but require carryover into subsequent years to be completed.

As this carryover request does not appear to meet this criteria, CBO finds the approval of this carryover to be a policy decision for Council. As the FY 2017-18 Adopted budget has already been filed for Council approval, should this carryover be approved, the package will need to be re-submitted and reappropriated in the FY 2017-18 budget during the Fall BMP process.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_296 - P&D - Match Mayor IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

The Mayor's office has requested an increase in their interagency to cover additional printing services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_297 - P&D - Match Special Appropriations IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

Special Appropriations has requested an increase in their interagency to cover additional printing services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_298 - P&D - Match Facilities IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

Facilities has requested an increase in their interagency to cover additional printing services.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_299 - P&D - Match BRFS IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	41,000	0	41,000
TOTAL EXPENDITURES	41,000	0	41,000
REVENUES			
Interagency Revenue	41,000	0	41,000
TOTAL REVENUES	41,000	0	41,000

Bureau Description:

BRFS has requested an increase in their interagency to cover additional copier services and postage costs.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_300 - BTS - Housing IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Contingency	9,000	0	9,000
TOTAL EXPENDITURES	9,000	0	9,000
REVENUES			
Interagency Revenue	9,000	0	9,000
TOTAL REVENUES	9,000	0	9,000

Bureau Description:

The Housing Bureau has requested an increase in their interagency with BTS to cover additional Operations Billable expenses.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_301 - Health I/A with P&D

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(50,000)	0	(50,000)
Internal Materials and Services	50,000	0	50,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request will transfer appropriation from Health Fund Materials and Services to Internal Services to provide over-expenditure protection for the Printing and Distribution Interagency.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_302 - P&D - Match Health Fund IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

The Health Insurance Fund has requested an increase in their interagency to cover additional copier replacement costs.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_303 - Facilities - Match Mayor's IA Increase Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

This package matches an IA increase requested by the Mayor's Office.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_304 - Facilities - Match CPS IA Increase Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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 package matches an IA increase requested by the Commissioner of Public Safety.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: Technical Adjustment

Request: MF_305 - Procurement - BTS IA increase - laptops

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	0	(70,000)	(70,000)
Internal Materials and Services	0	70,000	70,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This technical adjustment shifts existing appropriation from external materials & services to internal materials & services. This is necessary to address changes in the expected deployment date for replacement laptops requested by Procurement from BTS.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_306 - BTS - Procurement IA Increase

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Contingency	70,000	0	70,000
TOTAL EXPENDITURES	70,000	0	70,000
REVENUES			
Interagency Revenue	70,000	0	70,000
TOTAL REVENUES	70,000	0	70,000

Bureau Description:

To increase the Procurement Services IA with BTS to cover replacement laptop purchases.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Management & Finance

Type: New Request

Request: MF_307 - BTS - External M&S Funding

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	0	1,500,000	1,500,000
Contingency	0	(1,500,000)	(1,500,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

To add additional appropriation to BTS External Materials & Services to covered expenses likely to be incurred in projects where funds have been encumbered.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of the Mayor

Type: Technical Adjustment

Request: MY_007 - Mayor's Office - OEO Technical Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(40,000)	0	(40,000)
External Materials and Services	20,000	0	20,000
Internal Materials and Services	20,000	0	20,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves \$20,000 into External Materials and Services and \$20,000 into Internal Materials and Services from Personnel Services to better align budget with projected spending.

CBO Discussion and Recommendation

Recommended as requested

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Office of Equity & Human Rights

Type: Technical Adjustment

Request: OE_007 - Adjust for Interagency costs

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(9,000)	0	(9,000)
Internal Materials and Services	9,000	0	9,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves appropriations to cover unanticipated internal services costs for the bureau.

CBO Discussion and Recommendation

Recommended as requested. The bureau's interagency agreement with the Portland Housing Bureau is increasing due to the need for additional services caused by mid-year staff transitions.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Affairs

Type: Technical Adjustment

Request: PA_006 - CPA - OEO Technical Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(2,500)	0	(2,500)
External Materials and Services	(500)	0	(500)
Internal Materials and Services	3,000	0	3,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
Charges for Services	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

This request moves \$2,500 from Personnel Services and \$500 from External Materials and Services into Internal Materials and Services to better align budget with projected spending.

CBO Discussion and Recommendation

Recommended as requested

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Affairs

Type: New Request

Request: PA_007 - CPA - Public Records Revenue

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	244	0	244
TOTAL EXPENDITURES	244	0	244
REVENUES			
Charges for Services	244	0	244
TOTAL REVENUES	244	0	244

Bureau Description:

This request recognizes \$244 in revenue from Public Records Requests.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Affairs

Type: New Request

Request: PA_008 - GCDV - New Revenue

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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:

This requests recognizes new revenue in the amount of \$27,000 from an Intergovernmental Agreement with Multnomah County. This amount was budgeted for FY 2016 but received in FY 2017.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Affairs

Type: Program Carryover Request

Request: PA_009 - GCDV - Comm. Saltzman Carryover Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(27,000)	0	(27,000)
TOTAL EXPENDITURES	(27,000)	0	(27,000)
REVENUES			
General Fund Discretionary	(27,000)	0	(27,000)
TOTAL REVENUES	(27,000)	0	(27,000)

Bureau Description:

This is a request to carryover \$27,000 to support an increase in expertise and advocacy services for elder and disabled adults experiencing abuse. Elders and disabled adults experience abuse and exploitation, and are eligible to receive specialized restraining orders. Citizens in this category often attempt to access restraining orders at the Gateway Center. The Gateway Center has focused it's services for those experiencing intimate partner violence. These additional resources beyond the initial budget allocation will allow the Gateway Center to expand their advocacy and fund specialized services for older or disabled adults.

CBO Discussion and Recommendation

Typically, CBO only recommends program carryovers for discrete projects with clearly defined scope, timelines and budgets. As an increase in services, CBO believes this is a policy decision for Council. As the FY 2017-18 Adopted budget has already been filed for Council approval, should this carryover be approved, the package will need to be re-submitted and reappropriated in the FY 2017-18 budget during the Fall BMP process.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_023 - OEO-Transfer Parks Operatng surplus to Golf Fund

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(600,000)	(200,000)	(800,000)
Fund Transfers - Expense	0	800,000	800,000
TOTAL EXPENDITURES	(600,000)	600,000	0
REVENUES			
Charges for Services	(600,000)	(200,000)	(800,000)
Fund Transfers - Revenue	600,000	200,000	800,000
General Fund Discretionary	(600,000)	600,000	0
TOTAL REVENUES	(600,000)	600,000	0

Bureau Description:

This package transfers surplus funds from Parks General Fund operating budget due to large under-spending of expenses in FY 2016/17, to the Golf Fund in order to ensure the Golf Fund retains a positive balance. The Golf Fund has experienced a declining fund balance over the past several years as the popularity of the sport has declined and expenses have remained stagnant. While the Golf program has taken strategic steps this year to reduce expenditures and increase revenue to correct this structural deficit, the issue was exacerbated by exceptionally poor weather, further driving revenues down. October 1, 2016 through April 30, 2017 saw nearly 150 days of rain, which was by far the most days of rain in the 100-year history of the Golf Fund. Rain and golf revenues have a nearly 1:1 relationship, and as such the fund is set to lose anywhere from \$450,000 to \$600,000 in operating revenue this year. This package will help offset those losses and maintain a reserve fund that keeps the fund in a positive balance.

CBO Discussion and Recommendation

In addition to slower-than-anticipated fee collections at Colwood Golf Course, unusually wet and colder weather conditions have also impacted revenues at City courses. However, the Golf Program's fiscal challenges are not new and there are national trends of decreasing interest in the sport. Over the past five years, expenses (including debt payments and capital costs) have exceeded revenues, decreasing the program's fund balance from \$1.4 million in FY 2010-11 to \$286,000 at the end of the last fiscal year.

In FY 2016-17, several steps have been taken to address this issue, including the elimination of greenskeeper positions in order to lower personnel costs and restructuring of a loan from the Golf Fund to the SDC Capital Fund, lowering bond expenses by \$224,000. However, program revenues continue to trend low. In order to avoid a negative balance in the Golf Fund, the bureau has identified savings in its General Fund budget that it requests to transfer to the Golf Fund, effectively subsidizing the Golf Program with General Fund discretionary. Based on revised projections, CBO recommends increasing the amount of resources transferred to the Golf Fund from \$600,000 to \$800,00. The bureau has identified an additional \$200,000 in potential underspending within its Financial Services division.

CBO and the bureau will continue to track revenue collections at Colwood over the next year while reassessing the long-term fiscal sustainability of the Golf program. Moreover, CBO recommends that the bureau continue to develop strategies to ensure that the Golf Program remains solvent. These strategies should be developed in the context of addressing both overall program goals and bureau's broader recreation goals. CBO notes that the elimination of the fund balance in FY 2016-17 will require that the Golf Program is profitable in FY 2017-18 or General Fund resources again may need to be transferred to the program.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_024 - OEO - CIP Clean-Up

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Capital Outlay	8,183,000	0	8,183,000
Contingency	(18,183,000)	0	(18,183,000)
TOTAL EXPENDITURES	(10,000,000)	0	(10,000,000)
REVENUES			
Budgeted Beginning Fund Balance	(10,000,000)	0	(10,000,000)
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	(10,000,000)	0	(10,000,000)

Bureau Description:

Most OEO adjustments were due to several large bond and major maintenance projects moving along faster than expected this spring; projects will need to encumber nearly \$8M by June 30, 2017. In addition, BFB balance was corrected to reflect FY16 CAFR Ending Fund Balance.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Police Bureau

Type: Technical Adjustment

Request: PL_019 - PL00 oeo technical adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	(61,700)	0	(61,700)
Internal Materials and Services	0	0	0
Capital Outlay	61,700	0	61,700
TOTAL EXPENDITURES	0	0	0

Bureau Description:

The Police Bureau requests expense appropriation transfers, summarized as follows:

- Pay and benefit funds of \$331,792 were moved from Strategic Services Division to the Strategic Development and Oversight Group to cover the cost of positions transferred to this newly created organization within the bureau
- External materials and services funds of \$61,700 were transferred to capital equipment to avoid over-expenditure
- External materials and services funds were redistributed between funds centers to align with programmatic spending
- Offsetting adjustments in internal and in external materials and services for the RegJIN program within and between the General Fund and the Police Special Revenue Fund align the budget with planned spending across the two funds

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Safety

Type: Technical Adjustment

Request: PS_002 - CPS - OEO Technical Adjustments

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Personnel Services	(25,000)	0	(25,000)
External Materials and Services	10,000	0	10,000
Internal Materials and Services	15,000	0	15,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves \$15,000 into External Materials and Services and \$10,000 into Internal Materials and Services from Personnel Services to better align budget with projected spending.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Safety

Type: Program Carryover Request

Request: PS_003 - CPS - Comm. Eudaly Carryover Request

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure 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)
General Fund Overhead	0	0	0
TOTAL REVENUES	(20,000)	0	(20,000)

Bureau Description:

This carryover request moves \$20,000 in unspent FY 2016-17 resources into the FY 2017-18 budget for Commissioner Eudaly's office to pay for planned and unplanned maintenance and upgrades to the office space which were not possible to complete in the current fiscal year. Due to the transition, the Commissioner's Office has additional one-time resources available resulting from members of Commissioner Novick's staff leaving before December 31st and the new staff for Commissioner Eudaly's office not incurring PERS costs during the six-month waiting period. The funding for these maintenance and upgrades will likely not be available in FY 2017-18 without this carryover due to the Commissioner's Office being fully staffed and incurring all the benefit costs associated with full-time employees.

CBO Discussion and Recommendation

CBO typically only recommends program carryovers for discrete projects with clearly defined scope, timelines and budgets. These projects are often appropriated or begun in one year but require carryover into subsequent years to be completed. As this request does not appear to meet this criteria, CBO finds the approval of this carryover to be a policy decision for Council. As the FY 2017-18 Adopted budget has already been filed for Council approval, should this carryover be approved, the package will need to be re-submitted and reappropriated in the FY 2017-18 budget during the Fall BMP process.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Commissioner of Public Utilities

Type: Technical Adjustment

Request: PU_005 - OEO Technical adjustment

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

Bureau Description:

During the Spring BMP a \$10k reduction was made in misc 529 where there was \$0 budgeted. The adjustment should have been made in 549 where there was \$46,598 budgeted. This technical adjustment increases revenue in 529 by \$10,000 and reduces revenue in 549 by \$10,000.

CBO Discussion and Recommendation

Recommend as requested

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Special Appropriations

Type: Technical Adjustment

Request: SA_015 - Special Appropriation One Time OEO Adj

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	(22,000)	0	(22,000)
Internal Materials and Services	22,000	0	22,000
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Special Appropriations adjustments to the one time fund center to align the budget with actual expense incurred including Council transition expense.

Adjustments:

- \$6,000 from miscellaneous, 549000 to 651201, Copy/Print/Bind
- \$2,000 from miscellaneous, 549000 to 651510, Radio & Video Billable
- \$14,000 from miscellaneous, 549000 to 651307, Operations & Maintenance

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Special Appropriations

Type: Program Carryover Request

Request: SA_016 - Columbia River Levee Carryover

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	0	(689,252)	(689,252)
TOTAL EXPENDITURES	0	(689,252)	(689,252)
REVENUES			
General Fund Discretionary	0	(689,252)	(689,252)
TOTAL REVENUES	0	(689,252)	(689,252)

Bureau Description:

The FY 2016-17 budget included \$1.69 million to repay the City's share of the Infrastructure Finance Authority (IFA) loan associated with engineering costs of the Levee Ready Project. Current year loan repayment expenditures total \$999,183, and the City anticipates repaying the remaining \$689,252 in the fall of 2017. Thus, a program carryover of the funds are required to ensure complete loan repayment.

CBO Discussion and Recommendation

Recommended as requested.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_046 - Interfund Loan – Grants Cash Balance

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Bond Expenses	9,750,000	0	9,750,000
Contingency	(9,750,000)	0	(9,750,000)
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

In order for the City-wide Grants Fund to avoid ending the year with a negative balance, PBOT must loan the fund the portion which it is responsible for. In total, PBOT will loan up to \$9.75 million from its Transportation Operating Fund. Only the funds needed after the actual year-end will be executed after the balance has been determined.

CBO Discussion and Recommendation

Recommended as requested. This is a routine, annual request that PBOT makes during Over-Expenditure Ordinances. \$9.75 million has been recognized in internal loan repayment revenue from the Grants Fund in the FY 2017-18 budget and offsetted by a decrease in beginning fund balance. Funds are being loaned in FY 2016-17 to prevent negative balances in the Grants Fund at year end.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_047 - Loan Guarantee – State Department of Energy

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Bond Expenses	357,000	0	357,000
Contingency	(357,000)	0	(357,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

In May, 2011, City Council approved a \$5 million loan guarantee with the State Department of Energy with respect to their loan to SoloPower, Inc. PBOT was the City's initial source for this guarantee. The City received notice from the State of SoloPower's default and their call upon the loan guarantee. Payments of \$119,000 were to begin April, 2017 and run monthly through October, 2020. This budget adjustment covers the three months of payments in FY 2016-17.

CBO Discussion and Recommendation

Recommended as requested. The \$357,000 draw from contingency is 7% of the \$5.0 million that PBOT set-aside for the loan guarantee. See CBO's review of PBOT's FY 2017-18 Requested Budget for a discussion of this obligation.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_048 - Parking Facilities Adjustment

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
External Materials and Services	750,000	0	750,000
Contingency	(750,000)	0	(750,000)
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request increases appropriation to cover \$500,000 in professional services for work on 10th & Yamhill Parking Garage and to cover \$250,000 in the Integrated Marketing Communications Plan (Contract 30005524) for Downtown Businesses and SmartPark Garages. General contingency is reduced by \$750,000. For 10th & Yamhill Parking Garage, the total project budget has not changed, this request is to match anticipated expenditures due to project timelines.

CBO Discussion and Recommendation

Recommended as requested. The \$500,000 draw from contingency is 14% of the 10th & Yamhill project's reserve. The project is primarily in the design phase this year. The \$250,000 draw for the marketing plan is 13% of the Parking Facilities Fund's general operating contingency. The plan was approved in October 2016. This plan will be funded by the General Fund during FY 2017-18.

**CBO Discussion and Recommendations
FY 2016-17 Overexpenditure Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_049 - Debt Service – Lighting Efficiency Project

	Overexpenditure Requested Adjustments	Overexpenditure CBO/Council Changes	Overexpenditure Total Adjustments
EXPENDITURES			
Bond Expenses	2,143,000	0	2,143,000
TOTAL EXPENDITURES	2,143,000	0	2,143,000
REVENUES			
Budgeted Beginning Fund Balance	2,143,000	0	2,143,000
TOTAL REVENUES	2,143,000	0	2,143,000

Bureau Description:

LED green bonds were sold in November 2016. This budget adjustment provides the appropriation to cover the debt service estimate, \$2,143,000, in FY 2016-17. Payments begin in 2017 and end in 2026, total debt service is approximately \$20.3 million.

CBO Discussion and Recommendation

Recommended as requested. The bond sale total \$18.61 million, with \$12.75 million used to pay off the line-of-credit that was used to temporarily finance the majority of the project. Additional project costs is \$5.75 million, with the balance paying for issuance costs. The Lighting Efficiency project started to generate savings for the City in FY 2015-16 (\$3.6 million).