



Commissioner Chloe Eudaly
City of Portland

DATE: September 12, 2018
TO: Claudio Campuzano, Interim City Budget Office Director
CC: Carmen Merlo, Deputy Chief Administrative Officer
FROM: Chloe Eudaly, Commissioner of Public Safety
SUBJECT: Commissioner of Public Safety FY 2018-19 Fall BMP Submission

Please accept the Commissioner of Public Safety Fall BMP submission for FY 2018-19.

This Fall BMP submission includes:

- Encumbrance carryover request in the amount of \$15,000 for design work
- Encumbrance carryover request in the amount of \$20,000 for facilitation work
- Technical adjustment to move the flu shot interagency from Risk to the Health Fund
- Prior-Year reconciliation report
- PO Listing Report with Encumbrance Carryover Requests
- Prior-Year Decision Package Updates

I have reviewed the enclosed documents and support the submission package.

Please contact Marshall Runkel from my staff, or budget liaison Ben Smith, with any questions.

Thank you,

Commissioner Chloe Eudaly

Enc:
FY 2018-19 Fall BMP Submission Packet

**CBO Discussion and Recommendations
FY 2018-19 Fall Supplemental Budget Ordinance**

Bureau: Commissioner of Public Safety

Type: Encumbrance Carryover Request

Request: PS_001 - CPS-Encumbrance Carryovers

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	35,000	0	35,000
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:

The Commissioner of Public Safety is requesting a total of \$35,000 in encumbrance carryovers. This amount includes \$20,000 for a facilitation contract with Good Company (PO#22238513) and \$15,000 for a graphic design contract with Jen Wick (PO#22238512).

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2018-19 Fall Supplemental Budget Ordinance**

Bureau: Commissioner of Public Safety

Type: Technical Adjustment

Request: PS_002 - CPS-Technical Adjustments

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

This request moves the interagency for Occupational Health out of the Risk Fund and into the Health Fund.

CBO Discussion and Recommendation

Prior Year Business Area Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
Commissioner of Public Safety			
EXPENDITURES			
Personnel Services	\$844,188	\$820,360	97%
External Materials and Services	\$89,624	\$66,178	74%
Internal Materials and Services	\$288,943	\$282,689	98%
TOTAL EXPENDITURES	\$1,222,755	\$1,169,227	96%
REVENUES			
Charges for Services	\$0	\$293	0%
General Fund Discretionary	\$581,749	\$0	0%
General Fund Overhead	\$641,006	\$0	0%
TOTAL REVENUES	\$1,222,755	\$293	0%

Bureau Reconciliation Narrative

Expenditures:

No narrative required

Revenues:

No narrative required