



**Tom Rinehart**  
Chief Administrative  
Officer

**Ted Wheeler**  
Mayor

**CITY OF PORTLAND**  
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and Finance**  
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June 1, 2020

TO: Jessica Kinard, City Budget Office  
FR: Tom Rinehart, Chief Administrative Officer  
CC: OMF Leadership Team  
RE: OMF FY 2019-20 Over-Expenditure Ordinance Submission

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Attached, please find the Office of Management and Finance's submission for the FY 2019-20 Over-Expenditure Ordinance.

If you have any questions about the submission, please contact Aaron Beck or Aaron Rivera in OMF Business Operations. Thank you for your review and consideration of OMF's Over-Expenditure Ordinance submission.



***An Equal Opportunity Employer***

*To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.*

**MF - Office of Management & Finance**

**DP Type**

**Other Adjustments**

**Request Name:** 10233 -BTS - IA Adjustments

**Package Description**

This request is to adjust interagencies where BTS is the provider of services. These adjustments are being made at the request of the receiver bureau.

**Service Impacts**

None

**Equity Impacts**

None

Account Name		2019-20 OE Requested Adj
Expense	Contingency	307,554
	External Materials and Services	492,791
<b>Expense</b>	<b>Sum:</b>	<b>800,345</b>

Account Name		2019-20 OE Requested Adj
Revenue	Interagency Revenue	800,345
<b>Revenue</b>	<b>Sum:</b>	<b>800,345</b>

**MF - Office of Management & Finance      DP Type      Other Adjustments**

**Request Name:** 10235 -CityFleet - IA Adjustments

**Package Description**

This package matches IA adjustments with requests from other bureaus.

**Service Impacts**

None

**Equity Impacts**

None

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	80,000
<b>Expense</b>	<b>Sum:</b>	<b>80,000</b>

Account Name		2019-20 OE Requested Adj
Revenue	Interagency Revenue	80,000
<b>Revenue</b>	<b>Sum:</b>	<b>80,000</b>

**MF - Office of Management & Finance**

**DP Type**

**Other Adjustments**

**Request Name:** 10240 -Facilities - IA Adjustments

**Package Description**

This package adjusts IAs with receiver bureaus to match increases in agreements per requests from customer bureaus.

**Service Impacts**

N/A

**Equity Impacts**

N/A

Account Name		2019-20 OE Requested Adj
Expense	Contingency	186,000
	External Materials and Services	60,150
	Internal Materials and Services	0
<b>Expense</b>	<b>Sum:</b>	<b>246,150</b>

Account Name		2019-20 OE Requested Adj
Revenue	Interagency Revenue	246,150
<b>Revenue</b>	<b>Sum:</b>	<b>246,150</b>

**MF - Office of Management & Finance      DP Type      Internal Transfer**

**Request Name:** 10242 -CAO-Technical Adjustment

**Package Description**

This request transfers budget appropriation from personnel services and external materials and services into internal materials and services to balance to projected spending at the major object code.

**Service Impacts**

NA

**Equity Impacts**

NA

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	-3,000
	Internal Materials and Services	6,000
	Personnel	-3,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance      DP Type      Contingency**

**Request Name:** 10243 -BTS - Other Adjustments

**Package Description**

This request is to add additional appropriation to the BTS budget so as not to overexpend a major object code.

**Service Impacts**

None

**Equity Impacts**

None

Account Name		2019-20 OE Requested Adj
Expense	Contingency	-50,000
	Personnel	50,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance DP Type**

**Request Name: 10245 -P&D - IA Adjustments**

**Package Description**

**Service Impacts**

**Equity Impacts**

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	16,650
<b>Expense</b>	<b>Sum:</b>	<b>16,650</b>

Account Name		2019-20 OE Requested Adj
Revenue	Interagency Revenue	16,650
<b>Revenue</b>	<b>Sum:</b>	<b>16,650</b>

**MF - Office of Management & Finance      DP Type      Internal Transfer**

**Request Name:** 10252 -MFHR GF-Technical Adjustment

**Package Description**

This request transfers \$30,000 for external materials and services into personnel services to balance projected spending at the major object code level.

**Service Impacts**

NA

**Equity Impacts**

NA

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	-30,000
	Personnel	30,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>



**MF - Office of Management & Finance                      DP Type                      Other Adjustments**

**Request Name:** 10253 -MFHR GF-Trimet Fee Revenue

**Package Description**

This request recognizes \$10,590 in Tri-Met Admin fees collected by BHR through the City payroll system. Personnel services will be increased to balance the request.

**Service Impacts**

NA

**Equity Impacts**

NA

Account Name		2019-20 OE Requested Adj
Expense	Personnel	10,590
<b>Expense</b>	<b>Sum:</b>	<b>10,590</b>

Account Name		2019-20 OE Requested Adj
Revenue	Charges for Services	10,590
<b>Revenue</b>	<b>Sum:</b>	<b>10,590</b>

**MF - Office of Management & Finance      DP Type      Contingency**

**Request Name:** 10254 -CityFleet - Other Adjustments

**Package Description**

Technical adjustments for CityFleet fund.

**Service Impacts**

None

**Equity Impacts**

None

Account Name		2019-20 OE Requested Adj
Expense	Contingency	-450,000
	Debt Service	1
	External Materials and Services	300,000
	Internal Materials and Services	150,000
	Personnel	-1
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance      DP Type      Internal Transfer**

**Request Name:** 10255 -BRFS - Technical Adjustments

**Package Description**

This request transfers budget appropriation from Personal Services to External Materials and Services to prevent projected overspending at the major object code.

**Service Impacts**

**Equity Impacts**

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	70,000
	Personnel	-70,000
Expense	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance      DP Type      Contingency**

**Request Name: 10256 -Risk - IC Adjustments**

**Package Description**

This package transfers funds from admin reserves in the Risk IC to IMS for computers to address the needs of staff who are required to work from home. This request also transfers \$850,000 from reserves to cover an increase in claims and insurance costs not foreseen when the Spring BMP projection was made.

**Service Impacts**

None

**Equity Impacts**

None+

Account Name		2019-20 OE Requested Adj
Expense	Contingency	-860,000
	External Materials and Services	850,000
	Internal Materials and Services	10,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance      DP Type      Contingency**

**Request Name:** 10257 -Risk - WC Adjustments

**Package Description**

This package transfers funds from admin reserves in the Risk WC to IMS for computers to address the needs of staff who are required to work from home.

**Service Impacts**

None

**Equity Impacts**

None

Account Name		2019-20 OE Requested Adj
Expense	Contingency	-10,000
	Internal Materials and Services	10,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance**                      **DP Type**

**Request Name:** 10261 -P&D - Other Adjustments

**Package Description**

**Service Impacts**

**Equity Impacts**

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	-100,000
	Internal Materials and Services	100,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance      DP Type      Contingency**

**Request Name:** 10263 -MFHR PPA Health Insurance - Technical Adjustments

**Package Description**

This request transfers \$1 million from contingency to unanticipated expenses relating to Moda medical claims.

**Service Impacts**

NA

**Equity Impacts**

NA

Account Name		2019-20 OE Requested Adj
Expense	Contingency	-1,000,000
	External Materials and Services	1,000,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>

**MF - Office of Management & Finance      DP Type      Contingency**

**Request Name:** 10264 -MFHR Health Insurance - Technical Adjustment

**Package Description**

This request transfers appropriations to fund unforeseen and unexpected increases in year-end personal services.

**Service Impacts**

NA

**Equity Impacts**

NA

Account Name		2019-20 OE Requested Adj
Expense	Contingency	-50,000
	Personnel	50,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>