



# Portland Housing Bureau

Mayor Ted Wheeler • Director Shannon Callahan

421 SW 6th Avenue, Suite 500  
Portland, OR 97204  
503-823-2375 PHONE  
503-823-2387 FAX  
[portlandoregon.gov/phb](http://portlandoregon.gov/phb)

To: City Council

From: Shannon Callahan

RE: Portland Housing Bureau's Over Expenditure Ordinance (OEO) Submittal

Date: Monday, June 1, 2020

The Portland Housing Bureau (PHB) is pleased to submit its Over Expenditure Ordinance (OEO) report. The following represents the key highlights.

## BUDGET ADJUSTMENT REQUESTS

PHB's OEO submission includes the following:

- 1. Joint Office for Homeless Services (JOHS) Advance - \$350,000 General Fund One-time (moved from Grants Fund)**
- 2. Adjust Cash Transfer to Interfund Loan from Housing Investment Fund to Affordable Housing Development Fund and Grants Fund) - \$1,785,675**
- 3. Increase in Portland Housing Bond Issuance Fee - \$1,145,000**
- 4. Housing Project Re-budgets - \$86,727; various funding sources**  
This request adjusts budgets for affordable housing projects (multi-family and single family) across fiscal years to better reflect when funds will be spent, taking advantage of better construction schedule information.
- 5. Housing Program resource adjustments - \$190,000;**  
This request adjusts budgets for non-General Fund programs, including adjustments to various PHB owned building budgets and homeownership programs.
- 6. Technical Adjustments (\$0 various funding sources)**  
This request includes several adjustments moving funds for better tracking of costs. These adjustments represent no net change to the budget.

Should you have any questions about the PHB OEO submittal, please contact Leslie Goodlow at 823-4160 or Mike Johnson at 823-4176.

Housing Director, Shannon Callahan

**HC - Portland Housing Bureau**

**DP Type**

**Other Adjustments**

**Request Name: 10231 -Technical Adjustments**

**Package Description**

1. Joint Office for Homeless Services (JOHS) Advance - \$350,000 General Fund One-time (moved from Grants Fund)
  2. Adjust Cash Transfer to Interfund Loan from Housing Investment Fund to Affordable Housing Development Fund and Grants Fund - \$1,785,675
  3. Increase in Portland Housing Bond Issuance Fee - \$1,145,000
  4. Housing Project Re-budgets - \$86,727; various funding sources
- This request adjusts budgets for affordable housing projects (multi-family and single family) across fiscal years to better reflect when funds will be spent, taking advantage of better construction schedule information.
5. Housing Program resource adjustments - \$190,000;
- This request adjusts budgets for non-General Fund programs, including adjustments to various PHB owned building budgets and homeownership programs.
6. Technical Adjustments (\$0 various funding sources)
- This request includes several adjustments moving funds for better tracking of costs. These adjustments represent no net change to the budget.

**Service Impacts**

PHB continues to deliver services, even in the midst of a health crisis. Many of the adjustments are due to better construction schedule information, personnel cost true-ups and better estimates on contract spending.

**Equity Impacts**

The Housing Bureau continues to serve the community, even during the COVID-19 crisis. PHB allocates significant staff time to engage and include communities most impacted by inequities through several primary areas (although all programs conduct additional outreach and engagement activities): The Rental Services Office, the N/NE housing strategy, the work of the Outreach and Engagement Coordinator, and the work of the advisory boards/oversight committees, continuing to meet virtually during this crisis

Account Name		2019-20 OE Requested Adj
Expense	Capital Outlay	0
	Contingency	642,805
	Debt Service	2,930,675
	External Materials and Services	584,517
	Fund Transfers - Expense	-2,385,675
	Internal Materials and Services	0
	Personnel	-49,790
<b>Expense</b>	<b>Sum:</b>	<b>1,722,532</b>

Account Name		2019-20 OE Requested Adj
Revenue	Beginning Fund Balance	550,805
	Bond & Note Proceeds	2,930,675
	Fund Transfers - Revenue	-2,385,675
	General Fund Discretionary	350,000
	Intergovernmental	276,727
<b>Revenue</b>	<b>Sum:</b>	<b>1,722,532</b>