



Office of Mayor Ted Wheeler
City of Portland

DATE: March 25, 2021

TO: Jessica Kinard, City Budget Office Director

CC: Carmen Merlo, Deputy Chief Administrative Officer

FROM: Ted Wheeler, Mayor

SUBJECT: Mayor's Office FY 2020-21 Spring BMP Submission

Please accept the Mayor's Office Spring BMP submission for FY 2020-21.

This Spring BMP submission includes:

- F4 Budget Amendment Request Report
- Business Area Projection Report

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

Please contact Sonia Schmanski from my staff, or budget liaison Ben Smith, with any questions.

Thank you,

Mayor Ted Wheeler

MY - Office of the Mayor

DP Type

Technical Adjustments

Request Name: 11763 -Mayor - Technical Adjustments

Package Description

This request aligns projected spending with major object code budget authority.

Service Impacts

NA

Equity Impacts

NA

| Account Name | | 2020-21 SPRING Requested Adj |
|--------------|---------------------------------|------------------------------|
| Expense | External Materials and Services | 25,000 |
| | Personnel | -25,000 |
| Expense | Sum: | 0 |

MY - Office of the Mayor

DP Type

Internal Transfer

Request Name: 11764 -Mayor - OEHR IA

Package Description

Transfer of \$12,035 from Mayor's Office to the Office of Equity and Human Rights to cover additional salary for Director Smith's role as special advisor to the Mayor on issues of racial justice and equity.

Service Impacts

Director Smith will serve as a special advisor to the Mayor's Office on racial justice and equity issues.

Equity Impacts

Director Smith will advise the Mayor's Office on racial justice and equity issues to provide better outcomes for the City of Portland

| Account Name | 2020-21 SPRING Requested Adj |
|----------------|--|
| Expense | Internal Materials and Services 12,035 |
| | Personnel -12,035 |
| Expense | Sum: 0 |

Business Area Projection Report

Office of the Mayor - Fund 100

| Major Object | 2020-21 SPRING Requested Total | 2020-21 February Actuals YTD | 2020-21 SPRING Projection | % Projected Actuals to Requested Total |
|---------------------------------|--------------------------------|------------------------------|---------------------------|--|
| External Materials and Services | \$304,377 | \$58,094 | \$283,094 | 93% |
| Internal Materials and Services | \$773,931 | \$445,631 | \$678,828 | 88% |
| Personnel | \$2,744,843 | \$1,589,387 | \$2,622,202 | 96% |
| Sum: | \$3,823,151 | \$2,093,113 | \$3,584,124 | 94% |

| Major Object | 2020-21 SPRING Requested Total | 2020-21 February Actuals YTD | 2020-21 SPRING Projection | % Projected Actuals to Requested Total |
|----------------------------|--------------------------------|------------------------------|---------------------------|--|
| General Fund Discretionary | \$1,802,324 | \$0 | \$1,563,297 | 87% |
| General Fund Overhead | \$2,020,827 | \$0 | \$2,020,827 | 100% |
| Sum: | \$3,823,151 | \$0 | \$3,584,124 | 94% |

Revenue Discussion

General Fund Discretionary revenue was reduced to balance the projection.

Revenue Risks

None

Expenditure Discussion

All projected expenditures are within major object code budget authority.

Expenditure Risks

None

Other Notes