



# CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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## OMF Advisory Meeting Committee Notes Tuesday, June 9, 2015

**Members and OMF Leadership Present:** Betsy Ames, Jeff Baer, Dan Bauer, Jane Braaten, Bryant Enge, Erin Janssens, Anna Kanwit, Fred Miller, Kezia Wanner (for Larry O'Dea), David Shaff, Ernest Stephens, and Gerry Verhoef.

**Members and OMF Leadership Absent:** Amalia Alarcon de Morris, Tim Crail, Mike Greenfield, Donna Hammond, Carol Justice, Traci Manning, Robert McCullough, Satish Nath, Ken Rust, Paul Scarlett, and Gail Shibley.

**Other Staff Present:** Kelly Ball, Aaron Beck, Julian Massenburg, Elyse Rosenberg, Janet Storm, and Daniel Trubman.

**Guests:** Amy Bowles, COPPEA

### Welcome: Fred Miller

- Miller welcomed attendees and introduced new public member, Ernest Stephens.
- Miller introduced Jeff Baer as the new Director of the Bureau of Technology Services. His new role will begin July 1, 2015.
- Baer currently leads the Public Safety Systems Revitalization Program (PSSRP). As BTS Director, Baer will oversee large projects including PCI/PII compliance, disaster recovery, and data center relocation for the Portland Building Reconstruction project. Baer also plans to address process improvements for BTS Customer service.

### Budget Update: Jane Braaten

- Braaten gave a brief overview of FY 2015-16 Adopted Budget decision packages (see Handout #1)
- The 2015 Spring Budget Monitoring Process (BMP) is complete and carry over requests were approved by Council, including a carryover request to fund a Training and Development Analyst. This position will aid the Bureau of Human Resources with onboarding and training efforts.
- Two requests for realignment packages to fund Portland Building Reconstruction were approved.
  - One package realigns \$3.75 million from the Portland Building's major maintenance account to fund design and cost estimating services for the Portland Building.
  - The second realignment package will transfer \$2,575,541 from the General Fund to the Facilities Services Fund as an equity contribution for future project finances.
- City Budget Office (CBO) now has a Key Performance measure dashboard on their website (see Handout #2).
- Council will vote to approve the budget on June 18.
- The group brainstormed decision package ideas for FY 2016-17:
  - Data Center move and Disaster Recovery
  - Paperless, one-stop payment location for all City services
  - Citywide travel coordinator
  - Other facility locations and moves
  - EBS improvements for Facilities Management work orders and asset management
  - Staff for BHR's model employer for people with disabilities program
  - IRS Data Exchange
  - Training and development

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### **Portland Building: Fred Miller, Betsy Ames**

- The reconstruction timeline is extending as the scope of the project expands. Once the scope has been established a more accurate timeline can be developed.
- The Historical Society will play a large role in determining what can and cannot be done to the building.
- Council and the design committee must consider many different financial constraints and conflicting policies. Examples include:
  - The Green Policy has requirements for bike parking – which will be expensive.
  - There is a new bird ordinance that may conflict with the rules of the Historical Landmark Society.
- M/W/ESB policies.
- There is discussion about equalizing rental rates.
- At some point, there could be a tipping point where cost of reconstruction could outweigh the cost of buying a new building, so the CAO and Project Management Committee are keeping that in mind as they plan.
- A Council work session will be planned to discuss these issues.
  - **Question**
    - Who will be moving back into the Portland Building and who will not?
      - That is yet to be determined and is dependent on a number of factors including rent and the geographical needs of each bureau.
    - How much space is in the Portland Building?
      - More than 300,000 Sq. Ft. of usable space.

### **Innovation Update: Fred Miller, Janet Storm**

- More than 40 proposals were submitted for consideration.
- The Innovation Panel met on June 9 and is recommending 12 projects totaling \$183,384.
- Recommended proposals will be presented to Council for approval in July.
- There will be another call for ideas for both major and micro grants in July.

### **Other Items and Announcements**

- The committee will have its traditional hiatus in July and August, reconvening in September.