



Ted Wheeler, Mayor
Tom Rinehart, Chief Administrative Officer
1120 SW Fifth Ave., Suite 1250
Portland, Oregon 97204-1912
(503) 823-5288
FAX (503) 823-5384
TTY (503) 823-6868

CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

OMF Advisory Meeting Committee Notes **Tuesday, September 12, 2017**

Members and OMF Leadership Present: Jeff Baer, Jane Braaten, Lois Cohen, Bryant Enge, Rebecca Esau, Jay Guo (for Mike Myers), Crystine Jividen (for Tracy Reeve), Anna Kanwit, Tom Rinehart, Catherine Reiland (for Chris Uehara), Ken Rust, and Rachel Whiteside.

Members and OMF Leadership Absent: Betsy Ames, Mike Greenfield, Donna Hammond, Maurice Henderson, Mike Jordan, Carol Justice, Robert McCullough, and Ernest Stephens.

City Staff Present: Kelly Ball, Aaron Beck, Claudio Campuzano, Julian Massenburg, Aaron Rivera, Katie Shifley.

OMF Budget Update: Tom Rinehart

- The OMF Funding Methodology budget note was discussed.
- OMF is working with consultant Linda Lewis of Framework LLC to finalize funding recommendations for Human Resources and Procurement. OMF will take a report to council in October.
- Major Maintenance rate increases and the associated Budget Note were discussed.
 - There are four packages in the Fall BMP request related to major maintenance.
 - The BMP also includes a cash request for Jasmine Block development.
- The Bureau of Internal Business Services (BIBS) is refreshing its Asset Management program.
 - A consultant will be brought on-board to determine a funding strategy for delivery of routine asset management.
 - The consultant is expected to be brought on-board this fall with preliminary asset management information available in February or March – ideally in time for implementation into the FY 2018-19 budget.
- BIBS will use the consultant's findings to create a sustainable Major Maintenance replacement fund.

Questions/Comments

- It is important to identify when investment in an asset should stop.

OMF Projects and Initiatives Update

- The Major City Projects and Build Portland work sessions were discussed.
 - Council Work Session took place on August 29 to discuss Build Portland and September 12 to discuss Major City Projects.
 - The City will examine incoming revenue and determine how to be proactive when addressing deferred maintenance.
 - OMF is to develop a resolution for Council that addresses infrastructure.
 - It's important to find a better way of managing City projects with a commission form of government. The goal of the Major City Projects initiative is to institute a project management discipline that Council and Bureau Directors can agree with.
- The OMF 2017-20 Strategic Plan was discussed.
 - OMF is taking findings from stakeholder research conducted last year to propel discussions about the next OMF Strategic Plan.
 - OMF has identified three focus areas for the next plan which include: Adopting 21st Century Business Solutions; Developing an Inclusive, Talented Workforce; and Leading Citywide Initiatives.
 - Over the next few months, OMF will conduct several Strategic Planning workshops, develop tactics, and finalize a plan by the end of the calendar year.

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