



CITY OF PORTLAND

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OMF Advisory Meeting Committee Notes Tuesday, September 11, 2018

Members Present: Lois Cohen, Rebecca Esau, Mike Jordan, Mike Myers, Danielle Outlaw, Suk Rhee, Sonia Schmanski, Chris Warner, Rachel Whiteside.

Members Absent: Michael Cox, Robert McCullough.

OMF Leadership Present: Jennifer Cooperman, Tom Rinehart

City Staff Present: Julian Massenburg, Aaron Rivera

OMF Fall Budget Monitoring Process (BMP) Overview: Tom Rinehart, Aaron Rivera

- Highlights from OMF's Fall BMP submission include:
 - A package allocating resources to reorganize OMF's Procurement Services division. This package creates an interagency funded system for infrastructure bureaus and generates additional resources for General Fund customers.
 - A request to implement an integrated tax system. The integrated tax system would integrate IRS data and create a single interface for administering, filing, and payment purposes.

One-Percent Savings Initiative: Jennifer Cooperman

- All bureaus were directed to identify efficiencies, organizational changes, and other cost saving ideas to achieve a reduction of 1% of their respective current appropriation levels.
- CAO Tom Rinehart tested this directive within OMF and asked OMF bureau directors to develop General Fund savings or revenue generation initiatives – considering the impact on the City's General Fund as a whole.
 - Draft savings strategies include accelerating the City's P-card payments to increase rebate, automated time approvals, shared time keeping, and imposing service fees on City payments made by payment cards – among several others.
 - Savings proposals are in refinement stage – there will be more to come on this initiative.

Budget Priorities' Work Sessions: Tom Rinehart

- In October, CAO Tom Rinehart will coordinate two Council work sessions to establish budget priorities and align direction.
- OMF Advisory members were encouraged to advise the CAO on discussion strategy and identifying work needed prior to the work sessions.
 - Work sessions could be used as an opportunity to eliminate across the board reductions during budget development, as efficiencies can be identified during discussions.
 - It will be important to establish baselines or desired outcomes when programs and initiatives are adopted. A level of service commitment should be established when a program is ratified.
 - Service area planning could be a segment of discussions (*e.g., public safety planning, long-term financial planning*).
 - The work sessions should be structured – enabling Council to identify key goals, rather than develop outcomes.
 - Work sessions are scheduled for October 2, and October 9.

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