



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

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TO: Mayor Sam Adams
FROM: Andrew Scott, Financial Planning Manager
DATE: May 10, 2012
RE: Mayor's Message to Budget Committee

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

1. **INTENDED THURSDAY FILING DATE:** May 10, 2012
2. **REQUESTED COUNCIL AGENDA DATE:** May 16, 2012 (Time Certain Already Set)
3. **CONTACT NAME & NUMBER:** Jeramy Patton, 823-6961
4. **PLACE ON:** ☐ **CONSENT** ☒ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☐ **Y** ☐ **N** ☒ **N/A**
6. **(3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** ☐ **Yes** ☐ **No** ☒ **N/A**

BACKGROUND/ANALYSIS

Oregon State Law requires the Mayor to convene the City's budget committee to receive the Mayor's Message. In the City of Portland, City Council is the budget committee. The Mayor will convene Council as the budget committee at the regular May 16 Council meeting and will submit the Mayor's Message, attached to this memo, as a report. The Mayor will then continue the budget committee meeting to Thursday, May 17, at 6:30 PM, when a public hearing will be held on the Proposed Budget. Financial Planning has provided a script for the Mayor to read from during the May 16 Council meeting. Commissioners will receive copies of the Proposed Budget document before May 16.

Legal Issues:

ORS 294.426 requires the City's budget committee to hold one or more meetings to receive the Mayor's Message, to accept public comment on the Proposed Budget, and to approve the Proposed Budget with or without changes. City Council, sitting as the budget committee, will hold three meetings on the FY 2012-13 Proposed Budget. On May 16, the committee will accept the Mayor's Message. On May 17, the committee will hold a public hearing on the Proposed Budget. Finally, the committee will approve the budget, with any changes, on May 30.

Controversial Issues:

Delivery of the Mayor's Message to the budget committee is not controversial.

Citizen Participation:

Although many citizens participated in the development of the Proposed Budget, there was no citizen participation in the preparation of the Mayor's Message.

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 with disabilities upon request.

Link to Current City Policies:

Although the Proposed Budget was shaped by a number of city policies, there are no city policies governing the preparation and acceptance of the Mayor's Message.

Other Governmental Participation:

None

FINANCIAL IMPACT

The Mayor's Message has no financial impact.

RECOMMENDATION/ACTION REQUESTED

Introduce the Mayor's Message as a report to Council and place it on Council Calendar for May 16, 2012.