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# 2025-125

Presentation

## April 2, 2025 City Administrator Report

Placed on File  
City Administrator Michael Jordan will provide a report to Council.

### Exhibits and Attachments

- [City Administrator Report to Council April 2025](#) 75.55 KB
- [Active Grant List Report March 27, 2025](#) 81.69 KB
- [Closed Claims Under \\$50K Report April 2025](#) 103.78 KB

### Document number

2025-125

### Introduced by

[Mayor Keith Wilson](#)

### City department

[City Administrator Michael Jordan](#)

### Contact

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### Date and Time Information

<b>Meeting Date</b>
April 2, 2025
<b>Time Requested</b>
30 minutes



# City Administrator Update

## Monthly Report to the Portland City Council

April 2025

### Introduction

This is the first in a series of monthly updates from the City Administrator to City Council. The intention of these updates is to share high-level operational updates about City administration. This will be shared by the City Administrator at the first Council meeting of each month and will continue to evolve both in format and content to meet the needs of Council.

### City Administrator's Office

#### Organizational Structure Updates

This week, the Mayor and City Administrator are announcing the next evolution of the city's organizational structure, including a phased-in shift from six service areas to four, a more centralized model for city operational services and clear lines of decision making.

### Budget & Finance Service Area

#### City Budget Actions

On March 24, the City Budget Office provided preliminary information about the upcoming FY 2024-25 Technical Adjustment Ordinance to the Finance Committee on [April 1](#) in anticipation of proposed action to City Council on April 16. The City Budget Office continues to support the ongoing Community Budget Listening Sessions, and preparing to publish information related to the Portland Insights Survey in April.

In response to Council requests, two attached reports outline all settlements since January 1, 2025 under \$50k, and an active list of all grant awards and applications for this year. Both of these reports will continue to be a part of these monthly updates.

**Learn more:** [FY 25-26 Budget Planning](#)

### City Operations Service Area

#### Community Board for Police Accountability Recruitment Open

The City of Portland is accepting applications for the Community Board for Police Accountability. This is a volunteer opportunity, giving Portlanders a direct impact on police practices, policies, and oversight. Applications will be accepted through 5 p.m., Monday, April 14. The new Community Board for Police Accountability is an independent governing body, established to make recommendations about Portland Police Bureau practices, policies and directives, with a focus on community concerns. This newly formed board aims to ensure transparency and fairness in policing and provide a voice to those who have not historically been included in the decision-making process.

**Learn more:** [Application for the Community Board for Police Accountability](#)

# Community & Economic Development Service Area

## Leadership, TIF Districts and Code Alignment Project Updates

The Community and Economic Development Service Area is in the midst of two important leadership hires, the Bureau of Planning and Sustainability Director and the Executive Director of Prosper Portland. BPS interviews have finished while the Prosper interviews will commence in April. The formation of the six new TIF District advisory bodies have begun, with the three Central City districts recruitment window closing last week and the three East Portland districts set to begin outreach in early April. The Permit Improvement Team in collaboration with Vibrant Communities and Public Works bureaus is collecting public feedback on the Code Alignment project that will remove conflict with our existing code and align thresholds for infrastructure improvement in the right of way along with broader process coordination.

### Learn more:

<https://prosperportland.us/portfolio-items/east-portland-tif-exploration/>

<https://www.portland.gov/permitimprovement/code-alignment-project>

# Public Safety Service Area

## Fire Chief Recruitment open

The Public Safety Service Area is currently searching for the next leader of Portland Fire & Rescue. The recruitment for Fire Chief lasts through April 9 with the intent for the individual selected to begin work in June. AJ Jackson is currently serving as interim in the meantime. Public Safety will also be kicking off a national search in May for the next Deputy City Administrator. CA Jordan has extended Deputy City Administrator Mike Myers contract through the end of June to assist in both the Fire Chief and Deputy City Administrator recruitments.

# Public Works Service Area

## Transportation Safety, Water Filtration Update, and Employee Safety

The Portland Bureau of Transportation (PBOT) released its 2024 Deadly Crash Report, showing a 16% decline in traffic deaths over the past year, while continuing efforts on high crash corridors. PBOT is also recruiting for the Transportation System Plan Community Advisory Committee. The Portland Water Bureau is preparing for the April 16 Multnomah County land use hearing on its water filtration project, with construction currently paused to ensure site security and permit compliance. The Bureau of Environmental Services (BES) is planning a bureau-wide workplace Safety Day on June 3 and launched a new real-time safety reporting tool to improve incident tracking and transparency.

### Learn more:

[News Release: PBOT releases 2024 deadly crash report, with the latest annual figures in traffic safety | Portland.gov](#) | [Apply today for the Transportation System Plan Community Advisory Committee | Portland.gov](#) | [Portland Water Bureau Filtration and Pipelines Project | Multnomah County](#)

# Vibrant Communities Service Area

## Waterfront Park development, service area dissolution

Metro recently awarded Portland Parks & Recreation \$750,000 to run a national design competition for a permanent performance venue in Portland's iconic Tom McCall Waterfront Bowl. Community partners at the Portland Waterfront Pavilion and Human Access Project will help guide the project. The VC leadership team is preparing to transition this and other work when the service area is dissolved.

**Learn more:** [Portland plans to bring swimming access and a permanent stage to Waterfront Park - oregonlive.com](#) | [Portland's new Office of Arts and Culture boosts grant opportunities for local artists - KATU](#) | [2025 Portland Children's Levy Community Report: Imagining new futures](#)

## Media and Communications

**Rose City Connection:** [Sign up for Rose City Connection | Portland.gov](#)

**City Insider (Sent to all City employees)**

### Monthly Highlight

The Central Communications Team recently released a draft of the first-ever City of Portland communications strategy – a guiding document designed to improve transparency and advance equity by connecting Portlanders and employees with resources, information and decision-making. The document, developed through deep collaboration with communications staff across our organization, responds to community input about what people need from their city government. It includes nesting strategies for six major components of communications: emergency and crisis communications, graphic design and branding, internal communications, media relations, social media, and website and newsletters.

**Learn more:** Explore the [employee intranet site](#) or contact Chief Communications Officer Laura Oppenheimer.

## Grant Awards and Applications

March 2025

### AWARDS

By Service Area

Service Area	Total Active Awards
City Administrator	42,389,404.00
City Operations	4,554,607.00
Citywide	216,219,774.30
Community & Ec Dev	173,372,855.77
Public Safety	30,317,468.88
Public Works	361,023,943.70
Vibrant Communities	36,849,256.92
<b>Award Total</b>	<b>864,727,310.57</b>

### Grant Awards by City Bureau

Bureau	Total Active Awards	#
Arts	350,000.00	1
BES	2,665,500.00	4
Citywide	216,219,774.30	2
Fire	5,765,040.93	6
Fleet	4,554,607.00	4
OVP	200,000.00	1
Parks	36,499,256.92	10
PBEM	13,176,738.95	24
PBOT	358,258,443.70	94
PHB	168,712,298.10	22
Planning & Sustainability	4,660,557.67	15
Portland Solutions	42,389,404.00	3
PPB	9,175,689.00	19
Safe Blocks	2,000,000.00	1
Water	100,000.00	1
<b>Award Total</b>	<b>864,727,310.57</b>	<b>207</b>

### CURRENT APPLICATIONS

Grant Applications by City Bureau

Bureau	Application Amount	#
BES	15,091,200.00	5
BESPWB	5,000,000.00	1
BOEC	1,331,250.00	1
BOECPP&RPPB	1,169,160.00	1
BPS	5,672,416.00	3
OMFOOffice of Arts & Culture	1,000,000.00	1
OVP	175,000.00	1
PBOT	79,417,050.00	9
PBOTPPR	7,677,446.00	1
PF&R	1,135,835.75	1
PHB	14,059,543.00	3
Portland Solutions	1,500,000.00	2
PPB	950,000.00	1
PPR	750,000.00	1
PROSPER	1,200,000.00	2
PWB	50,050,000.00	2
<b>Application Total</b>	<b>186,178,900.75</b>	<b>35</b>

Claims

Filter

Coverage is equal to Auto Liability (3rd Party) or Employers Liability - GL or General Liability or Law Enforcement Liability and Status is equal to Closed and Last Close Date is on or after 01/01/2025 and Total Paid is between 1.00 and 50,000.00 and How Closed is equal to BI & PD Settle or BI Settle or Defense Verdict or Offer of judgment accepted or PD Settle or Plaintiffs Verdict

Bureau	Claim Number	Status	How Closed	Coverage	Loss Date	Last Close Date	Reported Date	Total Paid
WA - Water Bureau	202301321122	Closed	BI & PD Settle	Auto Liability (3rd Party)	01/19/2023	02/06/2025	01/19/2023	44,877.68
PL - Bureau of Police	202001026328	Closed	BI Settle	Law Enforcement Liability	06/30/2020	03/14/2025	12/23/2020	40,591.32
WA - Water Bureau	202201263020	Closed	BI Settle	General Liability	06/17/2022	03/14/2025	08/25/2022	40,386.59
PK - Portland Parks & Recreation	202301408322	Closed	PD Settle	Auto Liability (3rd Party)	08/08/2023	02/07/2025	08/14/2023	35,470.25
PL - Bureau of Police	202301383822	Closed	PD Settle	Auto Liability (3rd Party)	06/14/2023	03/19/2025	06/14/2023	26,784.00
PL - Bureau of Police	202301376822	Closed	BI Settle	Auto Liability (3rd Party)	05/05/2023	03/12/2025	05/25/2023	18,807.84
TR - Portland Bureau of Transportation	202401481022	Closed	PD Settle	Auto Liability (3rd Party)	01/17/2024	02/07/2025	02/14/2024	17,965.16
TR - Portland Bureau of Transportation	202301501922	Closed	BI Settle	Auto Liability (3rd Party)	01/17/2023	03/12/2025	03/20/2024	14,000.00
ES - Bureau of Environmental Services	202401583520	Closed	PD Settle	General Liability	08/27/2024	01/22/2025	09/26/2024	12,902.53
PL - Bureau of Police	202401498422	Closed	BI & PD Settle	Auto Liability (3rd Party)	01/12/2024	02/06/2025	03/13/2024	12,495.00
ES - Bureau of Environmental Services	202401596320	Closed	PD Settle	General Liability	10/28/2024	02/14/2025	10/30/2024	12,118.69
FR - Portland Fire & Rescue	2024000092AL	Closed	PD Settle	Auto Liability (3rd Party)	08/06/2024	01/14/2025	11/25/2024	11,213.30
PK - Portland Parks & Recreation	2024000064AL	Closed	PD Settle	Auto Liability (3rd Party)	11/13/2024	02/24/2025	11/15/2024	10,002.56
TR - Portland Bureau of Transportation	202301441222	Closed	PD Settle	Auto Liability (3rd Party)	10/24/2023	01/28/2025	11/07/2023	9,251.99
PK - Portland Parks & Recreation	202201333920	Closed	PD Settle	General Liability	10/12/2022	01/14/2025	02/21/2023	9,132.72
PL - Bureau of Police	202201298728	Closed	PD Settle	Law Enforcement Liability	11/19/2022	01/07/2025	11/25/2022	9,128.34
WA - Water Bureau	202201215420	Closed	BI Settle	General Liability	03/26/2022	03/14/2025	04/07/2022	8,830.83
ES - Bureau of Environmental Services	2024000134GL	Closed	PD Settle	General Liability	12/04/2024	02/27/2025	12/09/2024	7,148.24
TR - Portland Bureau of Transportation	202301452222	Closed	PD Settle	Auto Liability (3rd Party)	12/11/2023	01/14/2025	12/12/2023	5,638.26

TR - Portland Bureau of Transportation	202401585522	Closed	PD Settle	Auto Liability (3rd Party)	07/11/2024	01/13/2025	10/02/2024	5,529.29
ES - Bureau of Environmental Services	202201491720	Closed	PD Settle	General Liability	12/04/2022	01/14/2025	01/11/2023	5,000.00
WA - Water Bureau	202201317620	Closed	PD Settle	General Liability	12/04/2022	01/14/2025	01/11/2023	5,000.00
TR - Portland Bureau of Transportation	202401582822	Closed	PD Settle	Auto Liability (3rd Party)	09/23/2024	03/20/2025	09/24/2024	4,952.94
FR - Portland Fire & Rescue	202401559322	Closed	PD Settle	Auto Liability (3rd Party)	07/27/2024	01/25/2025	07/29/2024	4,918.69
WA - Water Bureau	202401584720	Closed	PD Settle	General Liability	08/22/2024	01/13/2025	09/30/2024	3,910.86
WA - Water Bureau	202401565720	Closed	PD Settle	General Liability	05/15/2024	01/13/2025	08/12/2024	3,701.38
FR - Portland Fire & Rescue	202401597022	Closed	PD Settle	Auto Liability (3rd Party)	10/26/2024	02/07/2025	11/01/2024	3,387.59
TR - Portland Bureau of Transportation	202301387220	Closed	BI Settle	General Liability	06/15/2023	02/07/2025	06/26/2023	2,309.00
TR - Portland Bureau of Transportation	2024000175AL	Closed	PD Settle	Auto Liability (3rd Party)	12/01/2024	03/24/2025	12/19/2024	1,992.50
PK - Portland Parks & Recreation	202401558522	Closed	PD Settle	Auto Liability (3rd Party)	07/23/2024	01/21/2025	07/29/2024	1,795.17
ES - Bureau of Environmental Services	202401582920	Closed	PD Settle	General Liability	09/21/2024	02/07/2025	09/25/2024	1,787.30
TR - Portland Bureau of Transportation	2024000111GL	Closed	PD Settle	General Liability	10/07/2024	01/27/2025	12/03/2024	1,660.06
FR - Portland Fire & Rescue	202401584522	Closed	PD Settle	Auto Liability (3rd Party)	09/27/2024	02/07/2025	09/30/2024	1,660.00
TR - Portland Bureau of Transportation	202401592922	Closed	PD Settle	Auto Liability (3rd Party)	08/20/2024	01/21/2025	10/21/2024	1,632.10
ES - Bureau of Environmental Services	202401598220	Closed	PD Settle	General Liability	09/27/2024	01/14/2025	11/06/2024	1,555.00
WA - Water Bureau	202401541820	Closed	PD Settle	General Liability	06/11/2024	02/10/2025	06/12/2024	1,347.03
ES - Bureau of Environmental Services	202401587920	Closed	PD Settle	General Liability	09/28/2024	02/14/2025	10/07/2024	1,276.50
WA - Water Bureau	2025000317AL	Closed	PD Settle	Auto Liability (3rd Party)	01/10/2025	03/27/2025	01/28/2025	1,246.81
TR - Portland Bureau of Transportation	202401579422	Closed	PD Settle	Auto Liability (3rd Party)	09/04/2024	01/21/2025	09/16/2024	1,222.00
WA - Water Bureau	202401554320	Closed	PD Settle	General Liability	06/11/2024	01/14/2025	07/18/2024	1,200.00
FR - Portland Fire & Rescue	202401557320	Closed	PD Settle	General Liability	07/24/2024	02/07/2025	07/25/2024	1,136.00

WA - Water Bureau	202301377522	Closed	PD Settle	Auto Liability (3rd Party)	01/26/2023	02/07/2025	05/30/2023	1,000.00
ES - Bureau of Environmental Services	202401568220	Closed	PD Settle	General Liability	05/16/2024	02/04/2025	08/15/2024	942.50
PL - Bureau of Police	202301460428	Closed	PD Settle	Law Enforcement Liability	08/29/2023	02/19/2025	01/05/2024	869.79
PL - Bureau of Police	2024000202LAW	Closed	PD Settle	Law Enforcement Liability	11/25/2024	02/10/2025	12/30/2024	799.00
TR - Portland Bureau of Transportation	202401590922	Closed	PD Settle	Auto Liability (3rd Party)	09/24/2024	01/21/2025	10/16/2024	787.30
PL - Bureau of Police	202401596622	Closed	PD Settle	Auto Liability (3rd Party)	05/17/2024	02/14/2025	11/01/2024	742.55
ES - Bureau of Environmental Services	2024000084GL	Closed	PD Settle	General Liability	10/31/2024	02/07/2025	11/22/2024	705.07
PK - Portland Parks & Recreation	2024000119GL	Closed	PD Settle	General Liability	10/03/2024	02/06/2025	12/05/2024	665.00
ES - Bureau of Environmental Services	202401582220	Closed	PD Settle	General Liability	08/21/2024	02/07/2025	09/23/2024	612.50
ES - Bureau of Environmental Services	2024000103GL	Closed	PD Settle	General Liability	11/23/2024	02/26/2025	12/02/2024	600.00
PK - Portland Parks & Recreation	202401557222	Closed	PD Settle	Auto Liability (3rd Party)	06/22/2024	01/21/2025	07/24/2024	450.70
TR - Portland Bureau of Transportation	202401549820	Closed	PD Settle	General Liability	01/09/2024	01/21/2025	07/08/2024	434.47
PL - Bureau of Police	202401556228	Closed	PD Settle	Law Enforcement Liability	05/06/2024	01/21/2025	07/22/2024	291.59
PL - Bureau of Police	202401592322	Closed	PD Settle	Auto Liability (3rd Party)	09/28/2024	01/21/2025	10/18/2024	270.00
PK - Portland Parks & Recreation	202401579822	Closed	PD Settle	Auto Liability (3rd Party)	07/12/2024	02/14/2025	09/17/2024	235.20
ES - Bureau of Environmental Services	202401557820	Closed	PD Settle	General Liability	06/12/2024	03/10/2025	07/26/2024	150.00