

Portland, Oregon
FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT
For Council Action Items

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Lisa Shaw		2. Telephone No. 823-5514	3. Bureau/Office/Dept. OMF/FPD
4a. To be filed (hearing date): December 5, 2012	4b. Calendar (Check One) Regular Consent 4/5ths <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: November 29, 2012
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation Title:

CIP Task Force one year status update report to Council (Report)

2) Purpose of the Proposed Legislation:

To provide Council with a status update of the original CIP Task Force recommendations from October 2011. The task force remains in support of the recommendations and asks for Council's continued support.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|---|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | | | |
| <input checked="" type="checkbox"/> Internal City Government Services | | | |

FINANCIAL IMPACT

4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

No revenue will be generated.

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not known. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the level of confidence.)

No expenses will result from this report.

6) Staffing Requirements:

- **Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?** *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)*

No.

- **Will positions be created or eliminated in *future years* as a result of this legislation?**

No.

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

- YES:** Please proceed to Question #9.
- NO:** Please, explain why below; and proceed to Question #10.

9) If “YES,” please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

The public was represented by the task force members – the product was created to make capital budgeting more accessible to the general public.

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

The task force met five times in October 2011 and two times in October 2012 to discuss capital budgeting process and documents. The public members included representatives from: The Portland Utility Review Board (PURB), The PBOT Budget Advisory Committee, The Public Involvement Advisory Council (PIAC), the BES Budget Advisory Committee, and the Parks Board.

c) How did public involvement shape the outcome of this Council item?

There would not have been an initial report or update without public involvement.

d) Who designed and implemented the public involvement related to this Council item?

The Financial Planning Division at the direction of City Council.

e) Primary contact for more information on this public involvement process (name, title, phone, email):

Lisa Shaw, Senior Financial Analyst Lisa.M.Shaw@portlandoregon.gov ;
(503) 823-5514

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

No future public involvement is anticipated or necessary. This ordinance deals with infrastructure investment and replacement, a core City function.



Richard F. Goward, Jr., Chief Financial Officer



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor
Jack D. Graham, Chief Administrative Officer
Richard F. Goward, Jr., Chief Financial Officer

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DATE: November 27, 2012
TO: Mayor Sam Adams
FROM: Andrew Scott, Financial Planning Manager
RE: CIP Task Force one year status update to Council

1. **INTENDED THURSDAY FILING DATE:** November 29, 2012
2. **REQUESTED COUNCIL AGENDA DATE:** December 5, 2012
3. **CONTACT NAME & NUMBER:** Lisa Shaw, 823-5514
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
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7. BACKGROUND/ANALYSIS

The original CIP Task Force was convened in October 2011 as a result of the following budget note from the FY 2011-12 Adopted Budget

“Council directs the Office of Management and Finance to establish a taskforce to review the citywide Capital Improvement Project (CIP) budget documents and processes. The taskforce will generate recommendations to improve the public transparency and accountability of the CIP documents and process. The taskforce will include members of the Financial Planning Division, Public Utilities Review Board, one representative each from the major infrastructure bureaus’ Budget Advisory Committees, the Auditor’s Office, one representative from the Public Involvement Advisory Council, and appropriate representatives from the major infrastructure bureaus which include Portland Water Bureau, Bureau of Environmental Services, Portland Bureau of Transportation, Portland Parks and Recreation and Office of Management and Finance. A report is due back to Council by November 1, 2011, so that changes can be incorporated into the FY 12-13 budget process.”

The task force presented six recommendations for CIP document or process improvement and asked the Financial Planning Division to reconvene the group in one year’s time to evaluate the changes. The group met twice in October 2012 and confirmed their commitment to the original recommendations and asks Council to continue to support the full implementations of the recommendations.

Legal Issues:

None known.

Controversial Issues:

None known

Citizen Participation:

The original and reconvened task force contained several members of the public.

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:

The task force recommendations support the City's Comprehensive Financial and Management Policies.

Other Governmental Participation:

N/A

8. FINANCIAL IMPACT

There is no anticipated fiscal impact.

9. RECOMMENDATION/ACTION REQUESTED

The Office of Management and Finance requests that Mayor Adams introduce the report and place it on the Council Calendar for December 5, 2012.