

# CITY BUDGET OFFICE

Charlie Hales, Mayor  
Nick Fish, Commissioner  
Amanda Fritz, Commissioner  
Steve Novick, Commissioner  
Dan Saltzman, Commissioner  
LaVonne Griffin-Valade, Auditor



Andrew Scott, Director

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## CITY OF PORTLAND, OREGON

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TO: Mayor Charlie Hales  
Commissioner Nick Fish  
Commissioner Amanda Fritz  
Commissioner Steve Novick  
Commissioner Dan Saltzman  
City Auditor LaVonne Griffin-Valade

FROM: Andrew Scott, City Budget Director *AS*

DATE: January 24, 2013

SUBJECT: City Budget Office Work Plan Submission

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This purpose of this memo is to establish a placeholder for the City Budget Office Work Plan that is to be presented to the City Council on January 30, 2013.

The presentation of this work plan is to comply with Ordinance 185807 that established the City Budget Office. The ordinance directed the newly appointed City Budget Director to develop and present a work plan to Council within 45 forty-five days of passage.

The remaining documents, including the finalized work plan, will be submitted prior to the hearing.

Thank you for attention to this matter and please let us know if you have any questions.

Agenda No.  
REPORT NO.  
Title

City Budget Office Workplan (Report)

<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Mayor Charlie Hales</b></p>	<p>CLERK USE: DATE FILED <u>JAN 25 2013</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Hales </p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p style="text-align: right;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By:  Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: City Budget Office Director: Andrew Scott</p> <p></p>	<p><b>ACTION TAKEN:</b></p> <p>JAN 30 2013 <b>ACCEPTED</b></p>
<p>Prepared by: Jeramy Patton Date Prepared: January 24, 2013</p>	
<p>Financial Impact &amp; Public Involvement Statement</p> <p>Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document.</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Council Meeting Date <b>January 30, 2013</b></p>	
<p><b>City Attorney Approval:</b> required for contract, code, easement, franchise, comp plan, charter</p>	

<b>AGENDA</b>
<p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p>
<p><b>CONSENT</b> <input type="checkbox"/></p>
<p><b>REGULAR</b> <input checked="" type="checkbox"/></p> <p>Total amount of time needed: 10 minutes (for presentation, testimony and discussion)</p>

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	✓	