

ORDINANCE No. 18 6746 As Amended

*Amend Code to reflect changes to the organizational structure, positions and responsibilities of the Office of Management and Finance (Ordinance; amend Titles 3, 5, 7, 14 and 16)

The City of Portland ordains:

Section 1. The Council finds:

1. In fall 2013 Mayor Hales contracted with Moss Adams LLP to conduct a review of the Office of Management and Finance (OMF) to assess and make recommendations for City management and finance functions.
2. On May 21, 2014, City Council held a work session to discuss the OMF Assessment and Review Final Report and to determine which recommendations to implement.
3. City Council implemented a number of recommendations in the Adopted Budget FY 2014-15 including: the transfer of the Americans with Disabilities Act and Civil Rights compliance programs into the Office of Equity and Human Rights; the transfer of regulatory programs from OMF's Revenue Bureau to the Portland Bureau of Transportation (PBOT); the creation of a Bureau of Revenue and Financial Services (BRFS) from the Revenue Bureau and Bureau of Financial Services, and creation of a new position to lead BRFS and serve the Council as the City's Chief Financial Officer.
4. OMF has prepared amendments to City Code to implement recommendations from the OMF Assessment and Review including integrating the revenue collection and financial services functions within OMF into the new Bureau of Revenue and Financial Services, establishing the role and responsibilities of the Director of Revenue and Financial Services, and clarifying the role and responsibilities of the Chief Administrative Officer (CAO).
5. Out-of-date language currently exists in various City Code chapters relating to OMF's roles and responsibilities and organizational structure.

NOW, THEREFORE, the Council directs:

- a. City Code Chapter 3.08 Treasurer is amended as shown in Exhibit A to reflect the current names of the Public Finance and Treasury Division and the Bureau of Revenue and Financial Services, and to reflect best practices for cash deposits.
- b. City Code Chapter 3.15 Office of Management and Finance is amended as shown in Exhibit B to clarify the role and responsibilities of the CAO, create a new Bureau of Revenue and Financial Services (BRFS), establish the roles and responsibilities of the Director of Revenue and Financial Services, consolidate the Revenue Bureau with the Bureau of Financial Services, establish the Revenue Division as a division of BRFS, and relocate the Enterprise Business Solution Division as a division of the Bureau of Technology Services.

- c. City Code Chapter 3.15 Office of Management and Finance is also amended as shown in Exhibit B to reflect the current responsibilities of the Bureau of Human Resources, including payroll and deferred compensation.
- d. City Code Chapter 3.98 Towing Board of Review is amended as shown in Exhibit C to reflect the transfer of regulatory program responsibilities from OMF to PBOT.
- e. City Code Chapter 3.114 Office for Community Technology is amended as shown in Exhibit D to reflect the change of the Revenue Bureau to the Revenue Division.
- f. City Code Chapter 5.09 Deferred Compensation is amended as shown in Exhibit E to reflect the program responsibilities in the Bureau of Human Resources.
- g. City Code Chapter 7.22 Streets and Sidewalks Use Permits is amended as shown in Exhibit F to reflect the change of regulatory program responsibilities from OMF to PBOT.
- h. City Code Chapter 7.24 Private Property Impound Towing is amended as shown in Exhibit G to reflect the change of regulatory program responsibilities from OMF to PBOT.
- i. City Code Chapter 7.25 Pay and Park and Non-Pay Private Parking Facilities is amended as shown in Exhibit H to reflect the change of regulatory program responsibilities from OMF to PBOT.
- j. City Code Chapter 7.26 Regulation of Payday Lending is amended as shown in Exhibit I to reflect the change of the Revenue Bureau to the Revenue Division.
- k. City Code Chapter 14A.70 Gambling, Social Games, and Unlawful Amusement Games or Concessions is amended as shown in Exhibit J to reflect the change of the Revenue Bureau and Bureau of Licenses to the Revenue Division.
- l. City Code Chapter 14B.90 Secondhand Dealers is amended as shown in Exhibit K to reflect the change of the Revenue Bureau and Bureau of Licenses to the Revenue Division.
- m. City Code Chapter 14B.110 Amusement Devices, Games and Machines is amended as shown in Exhibit L to reflect the change of the Revenue Bureau and Bureau of Licenses to the Revenue Division.
- n. City Code Chapter 16.4 Private for Hire Transportation is amended as shown in Exhibit M to reflect the change of regulatory program responsibilities from OMF to PBOT.

Section 2. The Council declares that an emergency exists because delay in amending City Code will result in inaccurate information being made available to the public and to applicants for the position of Director of Revenue and Financial Services; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: **AUG 06 2014**

Mayor Charlie Hales

Prepared by: Celia Heron

Date Prepared: July 21, 2014

LaVonne Griffin-Valade

Auditor of the City of Portland

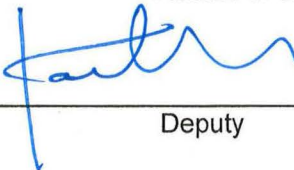
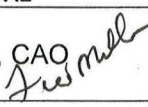
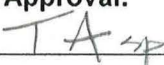

By *Gayla Jennings*

Deputy

Agenda No.
ORDINANCE NO.
Title

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<p>INTRODUCED BY Commissioner/Auditor: Mayor Hales</p>	<p>CLERK USE: DATE FILED <u>AUG 01 2014</u></p>
<p>COMMISSIONER APPROVAL Mayor—Finance and Administration - Hales</p>	<p style="text-align: center;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By:  Deputy</p> <p>ACTION TAKEN:</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>BUREAU APPROVAL Bureau: OMF Bureau Head: Fred Miller, CAO </p>	
<p>Prepared by: Celia Heron Date Prepared: 7/21/2014</p>	
<p>Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p>	
<p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>City Auditor Office Approval: </p>	
<p>City Attorney Approval: </p>	
<p>Council Meeting Date 8/6/2014</p>	

AGENDA
<p>TIME CERTAIN <input checked="" type="checkbox"/> Start time: 2:00 PM (1 of 4 items)</p> <p>Total amount of time needed: 30 minutes (for presentation, testimony and discussion)</p>
<p>CONSENT <input type="checkbox"/></p>
<p>REGULAR <input type="checkbox"/> Total amount of time needed: _____ (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	✓	