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CITY OF PORTLAND, OREGON

TO: Christina Owen, Assistant Budget Director
Jane Marie Ford, BMP Coordinator
Robert Cheney, BMP Coordinator

FROM: Jessica Kinard
City Budget Director

DATE: September 7, 2022

SUBJECT: City Budget Office FY 2022-23 Requested Fall Supplemental Budget

The City Budget Office (CBO) has prepared the following Fall Supplemental Budget. There are two requests in this submission. The CBO finished FY 2021-22 within 10% of appropriation levels. This supplemental budget request includes:

- Request for $100,000 in encumbrance carryover of one-time General Fund resources supporting the community survey work. The budget office is in contract but has not yet been invoiced by the contractor for work performed.
- Request for $100,000 in carryover resources to increase an interagency agreement with the Bureau of Technology Services for replacement reserves for the City's budget software. Consistently allocating underspending towards this reserve will allow for a significantly smaller funding request when the software is in need of replacement, likely in 6-10 years.
- Report on Budget Notes
- Prior Year & FY 2022-23 Decision Package status reports
- Prior Year spending report
- Prior Year performance report

Please do not hesitate to contact me with any questions regarding this submission.