



Commissioner Carmen Rubio
City of Portland

DATE: September 7, 2022

TO: Jessica Kinard, City Budget Office Director

CC: Carmen Merlo, Deputy Chief Administrative Officer

FROM: Carmen Rubio, Commissioner of Public Utilities

SUBJECT: Commissioner of Public Utilities FY 2022-23 Fall BMP Submission

Please accept the Commissioner of Public Utilities Fall BMP submission for FY 2022-23.

This Fall BMP submission includes:

- F4 Budget Request Form
- Prior Year Decision Package Update
- Encumbrance Carryover Detail Spreadsheet
- Prior Year Reconciliation Report

I have reviewed the enclosed documents and support the submission package.

Please contact Jillian Schoene from my staff, or budget liaison Ben Smith, with any questions.

Thank you,

Carmen Rubio, Commissioner

Enc:
FY 2022-23 Fall BMP Submission Packet

PU - Commissioner of Public Utilities DP Type Encumbrance Carryover

Request Name: 14361 -PU - Encumbrance Carryover

Package Description

The Commissioner of Public Utilities is requesting an encumbrance carryover in the amount of \$4237 for PO #22308720 for panel and desk addition to the City Hall Office suite.

Service Impacts

Approving this carryover request will allow the Commissioner's Office to continue this facilitation work without using existing resources from their modest FY 2022-23 External Materials and Services budget. Sufficient balance remains from FY 2021-22 year-end to fund this request.

Equity Impacts

Prior Council Offices have had similar encumbrance carryovers approved in the Fall Bump.

2022-23 FALL Requested Adj		
Expense	External Materials and Services	4,237
Expense	Sum:	\$4,237

2022-23 FALL Requested Adj		
Revenue	General Fund Discretionary	4,237
Revenue	Sum:	\$4,237

Prior Year Fund Reconciliation Report

Commissioner of Public Utilities

100 - General Fund

EXPENDITURES	2021-22 Revised Budget	2021-22 Actuals	Percent of Actuals to Revised
Personnel	1,057,041	1,030,959	97.53%
External Materials and Services	39,455	33,430	84.73%
Internal Materials and Services	298,260	283,821	95.16%
TOTAL EXPENDITURES	1,394,756	1,348,211	96.66%

REVENUES	2021-22 Revised Budget	2021-22 Actuals	Percent of Actuals to Revised
General Fund Discretionary	622,228	0	0%
Interagency Revenue	0	-7	
General Fund Overhead	772,528	0	0%
TOTAL REVENUES	1,394,756	-7	0.00%

Expenditure Discussion

The Office experienced minor savings in EMS due to the hybrid work environment.

Revenue Discussion

The General Fund Budget was sufficient to cover the actual expenditures.

Other Notes
