



**PROSPER**  
**PORTLAND**  
Building an Equitable Economy

**DATE:** June 23, 2021  
**TO:** Board of Commissioners  
**FROM:** Kimberly Branam, Executive Director  
**SUBJECT:** Report Number 21-20  
Adopting Budget Amendment No. 4 for the Fiscal Year Beginning July 1, 2020, and Ending June 30, 2021; and Making Appropriations

### **BOARD ACTION REQUESTED AND BRIEF DESCRIPTION**

Adopt Resolution No. 7424

This action by the Prosper Portland Board of Commissioners (Board) will formally amend the current fiscal year (FY) 2020-21 Adopted Budget for the fourth time in the following ways:

- (1) Transfer appropriation in the General Fund from Administration to Property Redevelopment based on anticipated staff program charges through June 30, 2021.
- (2) Transfer appropriation in the Downtown Waterfront Tax Increment Finance (TIF) District from Property Redevelopment to Infrastructure, to support grants to develop the Ankeny Food Cart Pod Infrastructure.
- (3) Transfer appropriation from Contingency to Housing in the River District TIF District and North Macadam TIF District based on updated estimates of construction and predevelopment funding required for Housing Set Aside projects in FY 2020-21.

### **STRATEGIC PLAN ALIGNMENT AND OUTCOMES**

The FY 2020-21 Budget Amendment No. 4 ensures that the Prosper Portland Board has appropriated adequate public funds to be lawfully expended by Prosper Portland to implement all planned projects and programs established through the strategic planning and agency work planning processes.

### **BACKGROUND AND CONTEXT**

The FY 2020-21 Budget Amendment No. 4 is the final budget amendment of the fiscal year. The amendment does not represent an increase in project spending or shift in priorities but rather amends the budget to reflect how several planned projects and programs are categorized in Prosper Portland's chart of accounts.

### **EQUITY IMPACT**

The FY 2020-21 Adopted Budget incorporates projects and programs critical to advancing Prosper Portland's Strategic Plan and equity goals. This amendment ensures that appropriations are adequate for current year planned spending and adjusted for programs that will carry forward to the next fiscal year. The budget maintains 100 percent of the original spending that was included in the Adopted Budget for General Fund, Community Development Block Grant, and Enterprise Zone resources used to implement the Inclusive Business Resource Network, workforce development, Neighborhood Prosperity

Network, and traded sector activities. Staff working to implement these initiatives are centering on racial equity and creating systems to ensure the pandemic does not exacerbate existing inequities.

### **COMMUNITY PARTICIPATION AND FEEDBACK**

No specific outreach has taken place regarding this action; however, notice of the public hearing to be held by the Prosper Portland Board on Budget Amendment No. 4 was published prior to the meeting in the manner required by local budget law. As with all agency budget actions, the public can testify at the public hearing held by the Prosper Portland Board on June 23, 2021. All changes included in FY 2020-21 Budget Amendment No. 4 are consistent with funding priorities established in the FY 2020-21 Adopted Budget and four-year forecast.

### **BUDGET AND FINANCIAL INFORMATION**

Recommended changes included in Budget Amendment No. 4 reflect the financial implications of business decisions which amount to \$153,961,605 in program and project expenditures. The total budget amounts to \$572,906,093 when including interfund transfers and contingency (see Exhibit A to Resolution No. 7424 for all fund appropriation changes). In summary, key changes to resources and requirements are:

#### **Changes to Resources:**

- **Grants - State & Local:** Increase \$45,000 to include anticipated grant from Travel Portland.

#### **Changes to Requirements:**

- **Administration:** Decreases by \$185,031 to reallocate staff charges to Economic and Property Redevelopment in the General Fund.
- **Economic Development:** Increases a net \$69,681; includes \$45,000 increase for Travel Portland grant to support Destination Ready Program.
- **Housing:** Increases \$4,356,822 to reappropriate current year budget for Housing Set Aside in North Macadam and River District TIF districts.
- **Infrastructure:** Increases \$269,000 to reclassify appropriation in River District TIF District to support grant for Ankeny Food Card Pod infrastructure development.
- **Property Redevelopment:** Net decrease of \$112,650 to reallocate appropriations to the Ankeny Food Cart Pod infrastructure; offset by increases for staffing reclassification.
- **Contingency:** Decreases \$4,356,822 to reappropriate current year budget for Housing Set Aside in North Macadam and River District TIF districts.

### **RISK ASSESSMENT**

Should the Prosper Portland Board decide not to approve FY 2020-21 Budget Amendment No. 4, there may be inadequate appropriations for some projects and programs that are underway. An over-expenditure of an appropriation within a fund is a violation of local budget law (Oregon Revised Statutes 294); therefore, the recommended budget amendments ensure proper appropriations authority for all expenditures.

### **ATTACHMENTS**

None.