



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

**DATE:** March 12, 2025  
**TO:** Board of Commissioners  
**FROM:** Shea Flaherty Betin, Interim Executive Director  
**SUBJECT:** Report Number 25-10  
Adopting Budget Amendment No. 3 for the Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025; and Making Appropriations

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

Adopt Resolution No. 7600

This action by the Prosper Portland Board of Commissioners (Board) will amend the current fiscal year (FY) 2024-25 budget as follows:

- (1) Update administrative appropriation to include legal contract increase
- (2) Decrease contingency

### **STRATEGIC ALIGNMENT AND OUTCOMES**

The FY 2024-25 Budget Amendment No. 3 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. This action will also address any changes to these efforts since the Prosper Portland Board adopted the FY 2024-25 budget in June 2024. Outcomes related to budgeted projects and programs will be measured over time to determine how Prosper Portland's allocation of resources implement Advance Portland and the agency's ongoing efforts to build an equitable economy.

### **BACKGROUND AND CONTEXT**

The FY 2024-25 Budget Amendment No. 3 follows previous budget amendments that were approved by the Prosper Portland Board through Resolution No. 7572 on August 28, 2024, and Resolution No. 7590 on December 18, 2024. Budget Amendment No. 1 focused on carryover for projects and programs that did not spend by June but were estimated to spend before the end of December. Budget Amendment No. 2 updated the budget to reflect actual beginning fund balances and additional project carryover. Budget Amendment No. 3 adjusts the administration appropriation line in the Business Management Fund to allow for an increase in legal expenses; specifically, it will allow up to an additional \$900,000 to be spent to pay outstanding outside legal fees and costs to Snell & Wilmer.

### **EQUITY IMPACT**

The FY 2024-25 Adopted Budget incorporates projects and programs critical to Advance Portland and Prosper Portland's equity goals. This amendment augments the initial adopted budget by providing additional resources to advance ongoing projects and programs.

### **COMMUNITY PARTICIPATION AND FEEDBACK**

Prior to the beginning of the fiscal year, Prosper Portland’s budget development process includes extensive public outreach through meetings with the agency’s Community Budget Committee and other stakeholders. While no specific outreach has taken place regarding this action, notice of the public hearing to be held by the Prosper Portland Board on Budget Amendment No. 3 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 March 12, 2025. All changes included in FY 2024-25 Budget Amendment No. 3 are consistent with funding priorities established in the FY 2024-25 Adopted Budget and four-year forecast.

### **BUDGET AND FINANCIAL INFORMATION**

Recommended amendments to the FY 2024-25 Revised Budget reflect the financial implications of business decisions which amount to \$293,435,884 in program and project expenditures. The total budget amounts to \$548,235,097 when including interfund transfers and contingency (Exhibit A to Resolution No. 7600 identifies all fund appropriation changes). Changes to requirements are:

- **Administration:** Increases \$900,000 for legal expenses.
- **Contingency:** Decreases \$900,000 to balance resources and expenditures.

### **RISK ASSESSMENT**

Should the Prosper Portland Board decide not to approve FY 2024-25 Budget Amendment No. 3, there may be inadequate appropriations for projects that are committed and 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.