

## STAFF REPORT

### DEPARTMENT BUDGET PRESENTATIONS: PORTLAND'S; PORTLAND EXPO CENTER, OREGON CONVENTION CENTER

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Date: April 10, 2024

Department: Portland's; Portland Expo Center; Oregon Convention Center

Meeting date: April 30, 2024

Prepared by:  
Cinnamon Williams, Financial Planning Director  
Joshua Burns, Interim Budget Coordinator

Presented by:  
Craig Stroud, Executive Director Oregon Convention Center  
Robyn Williams, Executive Director Portland's Centers for the Arts  
Ruby White, Director of Culture & Community, Portland's Centers for the Arts  
Matthew Rotchford, Executive Director Portland Expo Center  
Ashley Sloan, MERC Finance Manager

Length: 60 minutes

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## ISSUE STATEMENT

This work session will provide Council, acting as the Budget Committee, the opportunity to hear how the Planning, Development and Research FY 2024-25 budgets align with Council priorities, strategic framework, racial equity outcomes, and climate action goals. Information shared at the work session will help guide development of the FY 2024-25 Approved Budget.

## ACTION REQUESTED

Council discussion and feedback on the departments' proposed budget.

## IDENTIFIED POLICY OUTCOMES

Development of a FY 2024-25 Metro budget that aligns with Council priorities.

## POLICY QUESTIONS

What are the policy implications and tradeoffs that will result from the department's budget?

Specific factors for Council consideration *may* include:

- How well do the department's programs align with Council priorities and direction?
- Does the budget represent a good investment in and advance the Council priorities?
- Has the department demonstrated sufficient planning to successfully implement any new programs and/or projects?

## POLICY OPTIONS FOR COUNCIL TO CONSIDER

Each department's budget has individual items that should achieve outcomes specifically addressed by Council through the strategic framework. Council can support the budget in whole or in part and modify individual items or larger program requests.

## STAFF RECOMMENDATIONS

The Chief Operating Officer and Chief Financial Officer recommend that Council hear all the department presentations prior to determining their support for departments' proposed budget.

## **STRATEGIC CONTEXT & FRAMING COUNCIL DISCUSSION**

Each department's FY 2024-25 base budget was developed following the Chief Financial Officer's budget instructions released in early December 2023. The base budgets allow the departments to continue existing programs and projects as adjusted for various factors such as inflation, COLAs, etc.

New programs, projects, additional appropriations, and FTE are requested through the department's modification request process. These requests were reviewed and analyzed by the Chief Operating Officer, Deputy Chief Operating Officers, and Chief Financial Officer. Approved requests were built into the Proposed Budget, released on April 5, 2024, and presented by the Chief Operating Officer on April 11, 2024, with their budget message.

### **Legal Antecedent**

The preparation, review and adoption of Metro's annual budget is subject to the requirements of Oregon Budget Law, ORS Chapter 294. The Chief Financial Officer, acting in their capacity as the designated Budget Officer, is required to present a balanced budget to Council, acting in their capacity as our Budget Committee.

## **BACKGROUND**

Each department will provide information pertaining to their proposed budget, that include budget modification requests approved by the Chief Operating Officer.