



Office of Mayor Sam Adams
City of Portland

October 1, 2012

TO: Andrew Scott
Office of Management and Finance

FROM: Mayor Sam Adams

SUBJECT: Portland Bureau of Transportation
FY 12-13 Fall Budget Adjustment

Attached is the FY 12-13 Fall Budget Monitoring Report (BuMP) submittal for the Bureau of Transportation (PBOT). This submittal includes the following;

- Budget Amendment Request Report
- Prior Year 11-12 Budget/ Actuals Reconciliations
- Prior Year 11-12 Budget Note and Decision Package Update
- Prior Year 11-12 Service Improvement Plan Update
- Prior Year 11-12 & Current Year 12-13 Performance Measures
- Prior Year 11-12 & Current Year 12-13 Capital Reporting

If you have any questions, please call Ken Kinoshita in the Bureau of Transportation at 823-7140.

Attachments

c: Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Randy Leonard
Commissioner Dan Saltzman
Auditor LaVonne Griffin-Valade
Audit Services Division
Tom Miller, Bureau of Transportation
Alissa Mahar, Bureau of Transportation
Ken Kinoshita, Bureau of Transportation
Joanne Foulkrod, Bureau of Transportation

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_001 - CEID Meter District and Parking Permit Area

Implement Central Eastside Meter District and Parking Permit Area as approved by Resolution 36938 and Ordinance 185471. Includes converting part-time Engineering Tech I position from limited term to permanent (position 40022906) and creating a Parking Code Enforcement Officer position (position 40022900).

Dollar Amount: \$321,980
Type: Technical Adjustment
Resources: New Revenues

TR_002 - East Portland Action Plan Carryover

An adjustment is requested to allow the completion of Council-approved general fund project, \$5,000, for East Portland Action Plan (EPAP). As part of the East Portland Action Plan, PBOT will provide transportation safety services for Parklane and Oliver Elementary School. This will be done in partnership with the school community, neighbors, and the City of Portland Safe Routes to School program. This carryover lowers miscellaneous revenue and draws on contingency by an equal amount, \$5,000.

Dollar Amount: **(\$5,000)**
Type: Technical Adjustment
Resources: Bureau Contingency

TR_003 - Forestry Services for Traffic Ops

An internal transfer is requested to adjust Parks Bureau IA for tree trimming services around traffic signs. This request moves \$10,000 existing appropriation from miscellaneous supplies to Parks Bureau IA.

Dollar Amount: \$0
Type: Technical Adjustment
Resources: Internal Transfer

TR_004 - Safety Incentive Program

This adjustment reduces the Maintenance interagency with Risk Management for Insurance and Claims (\$12,278) and Fleet Liability (\$5,882) (total \$18,160) to reflect safety incentive credits earned during FY 11-12. The bureau's Safety Incentive Program budget is increased by an equal amount to fund additional safety initiatives, which may include increased training in such areas as driving, work zone traffic control and workforce safety leadership.

Dollar Amount: \$0
Type: Technical Adjustment
Resources: Internal Transfer

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_005 - Debt Service

In the Adopted Budget document, there is a debt schedule for the Transportation Operating Fund. The necessary budget for the debt service for the 2011 Series A financing is not reflected in the FY 12-13 Adopted Budget. These budget adjustments create the budget to make the debt service payments.

Dollar Amount: \$1,742,373
Type: Technical Adjustment
Resources: Bureau Contingency

TR_006 - Expand Asset Management Program

An appropriation adjustment of \$100,000 is requested to expand PBOT's Asset Management Program in data analysis enhancement on resource tradeoff's between asset classes using the integration of current processes and the implementation of VUEWorks proprietary system.

Dollar Amount: \$0
Type: Technical Adjustment
Resources: Bureau Contingency

TR_007 - Bank Card Fees

An appropriation adjustment of \$340,000 is requested to cover bank fees in on-street Parking Operations Program, the increase in debit card swipe fees is due to Durbin amendment, effective October 2011.

Dollar Amount: \$0
Type: Technical Adjustment
Resources: Bureau Contingency

TR_008 - Parking Garage Program

In Parking Garage Program, \$513,400 in beginning fund balance and \$62,289 in contingency are being requested to address various commitments: \$84,803 in signage completion as part of the parking garage automation; \$46,233 in fiber connection to the garages in BTS interagency; \$100,199 in OMF property management license fees; and \$344,454 in facilities interagency for improvements that were budgeted, but not completed in FY11-12.

Dollar Amount: \$513,400
Type: Technical Adjustment
Resources: New Revenues

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_009 - GTR Project Carryover

A carryover \$5,180,859 is requested for the below projects to complete design and construction.

T00011 - Denver/Kenton \$140,000
T00046 - Ped Infill & Network \$16,062
T00240 - 136th Avenue LID \$10,000
T00048 - Boones Ferry – Steph \$22,122
T00055 - Paving Preservation \$1,620,167
T00121 - 50s Bkwy: NE Thompson \$91,928
T00189 - S Auditorium \$250,000
T00195 - 12th Ave Blvd \$108,184
T00197 - Sidewalk Infill (\$243,461)
T00305 - SRTS-Ramona/Holgate \$140,793
T00344 - Naito at Whitaker \$36,423
T00198 – Cycle Track \$34,689
T00199 – Glisan Buffer Bike Lane \$31,532
T00203 – Ped Safety \$345,001
T00204 – Rose Quarter Bike Lane \$75,565
T00205 - Safe Routes to School \$69,330
T00208 - Bridges/Overpass \$274,035
T00239 - W Burnside \$217,076
T00245 - Multnomah Blvd: Barbur-34th, SW \$526,693
T00250 - 11th Ave: Gaines-Gibbs, SW (\$318,442)
T00278 - 122nd Holgate-Ramona (\$28,000)
T00279 - 160th: Burn-Stark (\$52,221)
T00280 - Huber:35th-Cap Hwy \$58,000
T00281 - Sunset:Dewitt-18th \$27,762
T00320 - Spring Garden/19th \$55,394
T00321 - 136th:Holgate-Powell \$312,632
T00322 - Prescott 105th-116th \$53,829
T00323 - Stark St: 126th-162nd (\$173,229)
T00324 - Division: 148th-175th (\$34,267)
T00325 - Glisan: 148th-162nd \$19,303
T00327 - 162nd: Powell-Salmon (\$39,253)
T00328 - 102nd: Weidler - I84 (\$39,496)
T00329 - 122nd: Holgate-Powell (\$5,151)
T00330 - 122nd: Foster-Ramona (\$2,183)
T00331 - Weidler: 99th-112th \$60,749
T00332 - 112th: Holgate-Div (\$4,096)
T00009 - Gibbs Street Bridge \$1,080,884
T00295 - Sam Jackson/Broadway Landslide \$50,000
T00310 - Yamhill Morrison Planters \$184,147
T00336 - Bike Share Dev \$71,972
T00207 - Terwilliger PSU Access \$136,385

Dollar Amount: \$0

Type: Technical Adjustment

Resources: Bureau Contingency

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_010 - Position Adds

Due to increased work load and permit activities, PBOT is requesting to add two new positions, Engineering Tech I (30000324) and Engineering Tech II (30000325). The funding is from permit fees.

Dollar Amount: \$76,568
Type: Technical Adjustment
Resources: New Revenues

TR_011 - Grant Project Adjustments

Due to changes in design and construction schedule, PBOT is requesting a technical adjustment to the below project budget.

T00121 – 50's Bikeway: Woodstock-Thompson, SE/NE \$174,185
T00267 – Safe Routes to School \$184,566
T00051 – Burgard \$768,921
T00006 – Division \$106,000
T00012 – Killingsworth \$90,483
T00083 – Lents TC: 118th - Pardee \$1,103
T00274 – Red Electric Trail \$126,203
T00206 – Springwater \$214,199
T00278 – 122nd Holgate-Ramona \$37,621
T00239 – W Burnside \$1,020,000
T00310 – Yamhill Morrison Planters \$237,502
T00336 – Bike Share \$355,076
T00185 – Moody Ave: River Parkway to Gibbs, SW \$2,339,219
T00045 – Lents Foster Streetscape \$320,601
T00370 – Moody, Ph. II: Curry Closure, SW \$1,800,000
T00266 – SC Track Relocate Block 153 (\$196,401)

Dollar Amount: \$7,579,278
Type: Technical Adjustment
Resources: Grants

TR_012 - Portland Milwaukie LRT

A technical adjustment is needed to receive revenues from PDC and pay Tri-Met for the local match on the Portland Milwaukie Light Rail.

Dollar Amount: \$5,000,000
Type: Technical Adjustment
Resources: New Revenues

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_013 - BES IA - Various Projects

BES is requesting to reduce the IA for green street coordination activities by \$20,000. PBOT is also increasing the IA budget by \$1,000,000 with BES to provide design, engineering and inspection services for Division and other projects, an overall IA revenue increase to PBOT.

Dollar Amount: \$980,000
Type: Technical Adjustment
Resources: New Revenues

TR_014 - BES IA - Sewer/Stormwater Service

Maintenance Operations has an ongoing interagency agreement to provide sewer and stormwater repair and maintenance services to BES. This technical adjustment merely moves \$475,119 in existing budget between service categories to reflect the final IA service agreement. There is no net change to the amount of the interagency agreement.

Dollar Amount: \$0
Type: Technical Adjustment
Resources: Internal Transfer

TR_015 - Position Reduction

The Supervising Engineer position (30000681 - 40004388) was recently vacated. After further analysis, PBOT has decided to cut the permanent position. The position is funded by 50% GTR and 50% grant projects.

Dollar Amount: \$0
Type: Mid-Year Reductions
Resources: Bureau Contingency

TR_016 - Local Improvement District

A technical adjustment is needed for these LID funded project to complete design, construction and final assessment.

T00242 – Water Ave & Yamhill \$141,756
T00240 – 136th: Prescott to Whitaker \$105,690
T00276 – 82nd & Bybee LID \$54,019
T00241 – Alberta St: 76th-79nd LID \$119,006
T00014 – Streetcar Eastside \$3,725,000

Dollar Amount: \$4,145,471
Type: Technical Adjustment
Resources: New Revenues

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_017 - Vacancy Savings

Council directed bureaus to return three months of savings for each position that started the year vacant or becomes vacant during the year. This request reduces PBOT's personnel services budget by \$503,381 and moves the vacancy savings into the bureau's contingency.

Dollar Amount: \$0
Type: New Request
Resources: Bureau Contingency

TR_018 - Vacancy Savings Exemption

This request increases PBOT's personnel services budget by \$21,985 and moves the vacancy savings out of the bureau's contingency, exceptions granted by PBOT's Commissioner-in-Charge. The assumption that typical vacancies take three months to fill does not hold true for the Parking Code Enforcement Officer positions. Due to revenue impacts, filling these four positions is a priority and is expedited as much as possible.

Dollar Amount: \$0
Type: New Request
Resources: Bureau Contingency

TR_019 - Parks IA

Parks Bureau is requesting PBOT to provide project management, engineering design and survey work for various projects (River District, Raymond Park Entry, Thomas Cully Development), an increase of \$179,071 in IA revenue to PBOT.

Dollar Amount: \$179,071
Type: Technical Adjustment
Resources: New Revenues

TR_020 - Water IA

Water Bureau is requesting parking spaces at 1st & Jefferson, an increase of \$5,940 in IA revenue to the Parking Facilities Fund.

Dollar Amount: \$5,940
Type: Technical Adjustment
Resources: New Revenues

BUDGET AMENDMENT REQUEST

Portland Bureau of Transportation

PERIOD Fall BuMP

FISCAL YEAR FY 2012-13

TR_021 - Street Lighting LED Replacement

This request is for converting the City's street lights and other outdoor lighting systems to Light-Emitting Diodes (LED) and controls, which will lower energy consumption and reduce maintenance costs. The project will convert 46,700 lights, cost \$17.4 million, and take 3 to 5 years. The project will be divided into several phases; the first phase will be \$6.5 million and is being requested in the Fall BMP. The project will be financed. OMF Debt Management is managing the approval process. Debt service payments for this financing will utilize energy and maintenance savings. To fund the debt service, the General Fund cash transfer to PBOT for street light funding will continue at the current level.

Dollar Amount: \$6,500,000
Type: New Request
Resources: New Revenues

TR_022 - BES 1% Greenstreet

The City's Green Streets Policy requires that infrastructure projects in the right of way incorporate green street facilities (infiltrating or flow-through systems), or that a contribution equal to 1% of the construction costs be made to the City's "% for Green Streets" fund. Since it is not feasible to incorporate green-street facilities into street resurfacing and preservation projects, Transportation Maintenance instead transfers 1% of the cost of its street preservation projects to the green street fund. This request reduces the Adopted Budget budgeted/estimated cash transfer of \$50,000 to reflect the correct contribution of \$21,080 for FY 2012-13, based on the cost of street preservation projects completed in FY 2011-12. The \$28,920 not needed for the transfer is rebudgeted within the street maintenance program.

Dollar Amount: \$0
Type: Technical Adjustment
Resources: Internal Transfer

TR_023 - BES IA - Greenstreet Projects

This adjustment increases the existing interagency with BES to incorporate new CIP work requested of the Maintenance Sidewalks Section on 1% for Green Streets projects, an increase in \$400,000 IA revenue to PBOT.

Dollar Amount: \$400,000
Type: New Request
Resources: New Revenues

TR_024 - Vehicle Purchase - Streetcar

This request is for a vehicle purchase to maintain the expanded Streetcar. Funding is from Streetcar Maintenance Reserve.

Dollar Amount: \$105,000
Type: Technical Adjustment
Resources: New Revenues

Prior Year Fund Reconciliation Report

	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
200 - Transportation Operating Fund			
EXPENDITURES			
Personnel Services	66,255,543	61,401,740	92.67
External Materials and Services	38,197,830	30,870,025	80.82
Internal Materials and Services	21,939,521	20,939,425	95.44
Capital Outlay	25,931,281	20,912,219	80.64
Bond Expenses	6,785,146	4,986,524	73.49
Fund Transfers - Expense	6,430,163	6,411,110	99.70
Contingency	9,327,547	0	0.00
TOTAL EXPENDITURES	174,867,031	145,521,041	83.22
REVENUES			
Budgeted Beginning Fund Balance	3,185,537	0	0.00
Licenses & Permits	1,639,200	2,820,796	172.08
Charges for Services	29,046,462	37,038,023	127.51
Intergovernmental Revenues	62,531,333	69,230,216	110.71
Interagency Revenue	29,182,247	27,628,640	94.68
Fund Transfers - Revenue	26,217,767	21,846,348	83.33
Bond and Note	20,753,500	20,564,042	99.09
Miscellaneous	2,310,985	3,335,357	144.33
General Fund Discretionary	0	0	0.00
TOTAL REVENUES	174,867,031	182,463,423	104.34

Prior Year Fund Reconciliation Report

FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
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Fund Reconciliation Narrative

Requirements:

Total Personal Services are within ten percent of budget.

Total External Material & Services are 81% of the revised budget. \$2.4 million of the under expenditure is related to the Eastside Streetcar Extension project. The remaining budget will be spent in FY 12-13. \$1.7 million is attributable to the Sewer & Sidewalk Repair programs. \$2.9 million relates to the Parking Operations program.

Total Internal Material & Services are within ten percent of budget.

Total Capital Outlay expenditures are 81% of budget. Due to lower than budgeted gas tax revenues, capital maintenance projects for streets were deferred.

Bond Expenses are 73% of budget. Working with the City's Debt Management team, it was determined that to provide funding for a new meter district, deferment of a line-of-credit payment was the most cost effective means.

Fund Transfers-Expense are within ten percent of budget.

Unappropriated Ending Fund Balance is \$32,667,671. This is \$13m higher than FY 12-13 Budgeted Beginning Fund balance. \$5m is from GTR project carryover that is part of the FY 12-13 Fall BMP request. \$7.6m is from a higher SDC balance due to higher than expected revenues and lower SDC project spending.

Revenues:

Beginning Fund Balance is \$548,211 lower than budgeted FY 11-12 Beginning Fund Balance. This lower amount was been taken into account for balancing FY 11-12.

License and Permit revenues are 172% of budget. The variance is primarily driven by two permits: utility permits & street light infrastructure locates. With the weak economy, budgeted revenues were very conservative. The hope is that the higher revenues is a sign of an improved economy. The street light infrastructure locate permits were a new permit in FY 11-12. Revenue estimates were conservative.

Charges for Services are 128% of budget. Higher than expected SDC (\$3 million), parking (\$2.7 million) and Utility Charges (\$2 million) revenues are the sources for the variance. The budget for these revenues were conservative given the assumed slower economy.

Intergovernmental revenues are within ten percent of budget.

Interagency revenues are within ten percent of budget.

Fund Transfers - Revenue are 83% of budget. This variance is from delays in capital projects funded by transfers from the LID Construction Fund. Transfers are expected to be made in FY 12-13.

Bond and Note revenue are within ten percent of budget.

Miscellaneous revenues are 144% of budget. The main factor creating this variance is that revenues were budgeted in another revenue category, but when receiving the revenues, the SAP material codes credited Miscellaneous Revenues. In the future, PBOT will override the default revenue commitment item, so that the revenues will be credited to the proper revenue category.

Prior Year Fund Reconciliation Report

	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
212 - Transportation Reserve Fund			
EXPENDITURES			
Bond Expenses	2,500,000	0	0.00
Contingency	16,292	0	0.00
TOTAL EXPENDITURES	2,516,292	0	0.00
REVENUES			
Budgeted Beginning Fund Balance	7,292	0	0.00
Bond and Note	2,500,000	2,500,000	100.00
Miscellaneous	9,000	8,687	96.52
TOTAL REVENUES	2,516,292	2,508,687	99.70

Fund Reconciliation Narrative

Requirements:

Unappropriated Ending Fund Balance is \$2,513,954. This is \$3,677 higher than budgeted FY 12-13 beginning fund balance.

Revenues:

Beginning Fund Balance is \$5,025 lower than the budgeted FY 11-12 Beginning Fund Balance. This is a result of lower than anticipated interest earnings.

Bond and Note revenues are within ten percent of budget.

Miscellaneous revenues are within ten percent of budget.

Prior Year Fund Reconciliation Report

	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
308 - Gas Tax Bond Redemption Fund			
EXPENDITURES			
Unappropriated Fund Balance	1,673,047	0	0.00
Bond Expenses	1,080,710	1,071,491	99.15
TOTAL EXPENDITURES	2,753,757	1,071,491	38.91
REVENUES			
Budgeted Beginning Fund Balance	4,553	0	0.00
Fund Transfers - Revenue	1,076,157	1,061,972	98.68
Bond and Note	1,673,047	1,673,047	100.00
Miscellaneous	0	6,315	0.00
TOTAL REVENUES	2,753,757	2,741,334	99.55

Fund Reconciliation Narrative

Requirements:

Bond Expenses are within ten percent of budget.

Unappropriated Ending Fund Balance is \$1,674,420. This includes \$1,674,420 for debt reserves.

Revenues:

Beginning Fund Balance is \$24 higher than the budgeted FY 11-12 Beginning Fund Balance.

Bond and Note revenues are within ten percent of budget.

Fund Transfers – Revenue are within ten percent of budget.

Miscellaneous revenues has \$6,315 of unbudgeted revenue.

Prior Year Fund Reconciliation Report

	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
606 - Parking Facilities Fund			
EXPENDITURES			
Personnel Services	132,348	112,268	84.83
External Materials and Services	3,725,000	3,646,449	97.89
Internal Materials and Services	2,858,518	1,933,064	67.62
Capital Outlay	1,250,000	1,237,749	99.02
Bond Expenses	4,975,375	1,875,375	37.69
Fund Transfers - Expense	5,734,924	5,734,924	100.00
Contingency	2,795,073	0	0.00
TOTAL EXPENDITURES	21,471,238	14,539,828	67.72
REVENUES			
Budgeted Beginning Fund Balance	7,313,322	0	0.00
Charges for Services	11,550,000	11,176,291	96.76
Intergovernmental Revenues	0	59,623	0.00
Interagency Revenue	713,871	753,563	105.56
Fund Transfers - Revenue	385	385	100.00
Bond and Note	1,830,660	830,660	45.37
Miscellaneous	63,000	154,776	245.68
TOTAL REVENUES	21,471,238	12,975,297	60.43

Prior Year Fund Reconciliation Report

FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
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Fund Reconciliation Narrative

Requirements:

Total Personal Services are 85% of budget. Less time than planned were charged to the Fund.

Total External Material & Services are within ten percent of budget.

Total Internal Material & Services are 68% of budget. Major maintenance work that involves Facilities has underspent the interagency. Some of this work has been re-budgeted as part of the FY 12-13 Adopted Budget and a portion is being carried over in the FY 12-13 BMP.

Capital Outlay is within ten percent of budget.

Bond Expenses are 38% of budget. \$3.1m for an internal loan to the Grants Fund was not needed

Fund Transfers – Expense are within ten percent of budget.

Unappropriated Ending Fund Balance is \$6,702,488. This is \$513,400 higher than budgeted FY 12-13 beginning fund balance. Most of this additional balance is major maintenance work that Facilities will do and is being requested to be carried over.

Revenues:

Beginning Fund Balance is \$953,787 higher than the budgeted FY 11-12 Beginning Fund Balance. This excess balance is being used rather than debt financing.

Charges for Service revenues are within ten percent of budget.

Intergovernmental revenues has \$59,623 in unbudgeted revenue. These are funds from the State to pay for a garage lighting project.

Interagency revenues are within ten percent of budget.

Fund Transfers – Revenue are within ten percent of budget.

Bond and Note revenues are 45% of budget. \$1.0m for financing the garage automation project was not needed.

Miscellaneous revenues are 246% of budget. SAP material codes used for accounting for the commercial lease space contracts are routing revenues to miscellaneous revenues instead of the Charges for Service where the revenues are budgeted. PBOT will make these corrections in FY 12-13.

Prior Year Business Area Reconciliation Report

	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Percent of Actuals to Revised
Portland Bureau of Transportation			
EXPENDITURES			
Personnel Services	\$7,660,973	\$4,675,007	61%
External Materials and Services	\$7,850,937	\$5,299,303	67%
Internal Materials and Services	\$6,057,754	\$3,826,504	63%
Capital Outlay	\$50,064,254	\$42,813,755	86%
Bond Expenses	\$16,815,000	\$16,784,431	100%
TOTAL EXPENDITURES	\$88,448,918	\$73,399,001	83%
REVENUES			
Budgeted Beginning Fund Balance	\$16,815,000	\$0	0%
Intergovernmental Revenues	\$71,633,918	\$72,387,604	101%
Miscellaneous	\$0	\$134,670	0%
TOTAL REVENUES	\$88,448,918	\$72,522,274	82%

Bureau Reconciliation Narrative

Grants Fund (217000) – Transportation

Requirements:

Total Personal Services are 61% of budget. This variance is primarily driven by underexpenditures in eight projects: Division Streetscape/Reconstruction, \$.4m, Portland Streetcar Eastside Extension, \$.3m, Burgard Rd Over Abandon RR, \$.3m, Moody Parkway, \$.3m, Sellwood Bridge, \$.2m, Streetcar Track Relocate, \$.2m, Columbia River Crossing, \$.2m, and 122nd: Holgate-Ramona, \$.2m. Progress on projects is slower than planned. Project work will continue.

Total External Material & Services are 67% of budget. This variance is primarily driven by underexpenditures in four projects: Moody Parkway, \$1.2m, Lents Town Center, \$.5m, Division Streetscape/Reconstruction, \$.3m, and Streetcar Track Relocate, \$.3m. Progress on projects is slower than planned. Project work will continue.

Total Internal Material & Services are 63% of budget. This variance is primarily driven by underexpenditures in four projects: Columbia River Crossing, \$.9m, Burgard Rd Over Abandon RR, \$.4m, Moody Parkway, \$.3m, and Streetcar Track Relocate, \$.3m. Progress on projects is slower than planned. Project work will continue.

Total Capital Outlay expenditures are 86% of budget. The variance is primarily driven by underexpenditures in three projects: Portland Streetcar Eastside Extension, \$2.5m, Burgard Rd Over Abandon RR, \$1m, and Moody Parkway, \$.9m. Progress on projects are slower than planned. Project work will continue.

Bond Expenses expenditures are within ten percent of budget.

Revenues:

Beginning Fund Balance is \$16,784,431.

Intergovernmental Revenues are within ten percent of budget.

Miscellaneous revenues has \$134,670 in unbudgeted interest revenue.

City of Portland Bureau of Transportation
Fall Bump – September 2012

PRIOR FY 11-12 Budget Note Update

BES – PBOT Maintenance Services Interagency

The City Auditor's December 2010 audit of the \$19 million interagency agreement, in which the Bureau of Transportation provides sewer maintenance services for the Bureau of Environmental Services, suggests the possibility of a first-year savings to ratepayers of \$1.7 million and \$1 million a year following if those maintenance services are performed in-house at the Bureau of Environmental Services. City Council directs the Bureau of Environmental Services, the Bureau of Transportation, and the Office of Management and Finance to retain an independent consultant during the 2011 calendar year that will recommend efficiencies to the interagency agreement.

Update: OMF completed the RFP process for an independent consultant. Unfortunately, despite vendor outreach and reworking of the scope, the RFP did not result in any proposals. OMF will schedule a meeting with PBOT and BES for a debrief and to develop potential next steps and will provide an update afterwards.

Utility License Fee Payment

The annual Utility License Fee (ULF) payment to the Portland Bureau of Transportation (PBOT) will be held constant at \$2.2 million dollars starting in FY 2011-12 and continuing through the five-year forecast. ULF revenues received by the City over and above the April 2011 forecast will be diverted to PBOT up to the original \$4.3 million cap.

Update: PBOT received \$2.2 million in FY 11-12. The latest 5-year forecast through FY 16-17 anticipates an annual transfer of \$2.2M.

PRIOR FY 11-12 Decision Package Update

Downtown Marketing Initiative Contract General Fund Reduction

(\$133,374)

General Fund support for the Downtown Initiative Contract with Travel Portland will be reduced by \$133,374 to comply with the Mayoral direction to provide an ongoing 1.5% cut to all services supported by the General Fund.

Update: In the Fall Bump, Council approved \$133,374 in one time general fund support for PBOT to meet the full contract obligations. The annual Travel Portland agreement, \$953,309, is funded by \$647,689 in GTR, \$172,246 in ongoing general fund support and \$133,374 in one time general fund support.

Senior Engineer Associate Reduction

(\$52,320)

Funding support for half a Senior Engineer Associate position (.50 FTE) will be reduced by \$52,320 in response to lower permitting fees.

Update: The part-time position has been abolished.

Sewer Repair and Cleaning Reduction

(\$250,000)

Interagency support for sewer repair and cleaning will be reduced by \$250,000 at the direction of the Bureau of Environmental Services.

Update: The interagency has been reduced. Sewer repair and cleaning services have been reduced.

Sunday Parkways

\$170,000

The General Fund will provide partial support for five Sunday Parkways events.

Update: PBOT held five events in the summer of 2011 in five neighborhoods; Outer Southeast, North, Northwest, Southeast, and Northeast Portland.

PRIOR FY 11-12 Spring Bump Item Update

Match Payments

In FY 2010-11, match payments for three Transportation projects were deposited into the LGIP per the IGAs of the projects. These deposits were recorded as “Cash with Fiscal Agent” and not expensed until ODOT draws the funds. This follows proper accounting procedures. Due to the timing of these draws, the expense is being recognized in FY 2011-12. This adjustment provides for the necessary appropriation in the projects to cover this expense. The projects and the amounts are; St Johns/Lombard Ped (\$20,000), Lombard/Columbia Slough Overcrossing (\$150,000), and 82nd Ave/Col Intersection (\$50,000).

Update: Payment has been expended.

PBOT Service Improvement Plans FY 11-12

Fall 2012 – BUMP update

September 2012

Pavement Management

Brian Oberding – 503-823-2044

Transportation's new Pavement Management System (Street Saver) was installed in the spring 2010. Rating of all collector and arterial streets, using a new pavement rating system, was completed in the fall 2010. In the next year, Transportation will load treatment rules and maintenance cost data into the system. As a result, Transportation will be able to run predictive models and report on pavement status, conditions and unmet needs.

Status (September 2012): **Completed.**

Mobile Technology

Jamie Waltz – 503-823-7101

The Bureau's current work processes and asset management tracking are inefficient and ineffective because we continue to rely on paper and pencil documentation of the work that is done. This information may or may not make it into an electronic database for tracking and analysis of our accomplishments and needs. Numerous hours of staff time are spent on this method of data processing and collection. Mobile technology can create efficiencies in the work that is done by eliminating paper work and the need for double data entry.

In the next year, PBOT will identify and possibly purchase mobility options for improving workgroup data management and data capturing activities. Mobility options will be targeted to the specific needs of Operation and Maintenance's work groups.

Status (September 2012): **In progress.** Three mobile technology projects were identified and are moving forward: mobile map viewing; geo-photo referencing; and mobile time entry. Mobile time entry, the most resource intensive mobile project is underway. Mobile time entry is in the design phase and will be piloted with a couple of maintenance workgroups in the spring 2013.

Asset Management Levels of Service

Jamie Waltz – 503-823-7101

Levels of service are a way of monitoring progress toward a result or goal. They provide a basis for communicating accomplishments and needs that are then used for business decision making. Establishing levels of service for transportation assets will allow PBOT to continue to advance asset management across the bureau and enhance decision making. Defining asset specific levels of service will include input from the community, asset managers and key PBOT decision makers.

The *goal* of this project is to establish SMART (Specific, Measurable, Attainable, Relevant, Time-bound) Levels of Service for Portland Bureau of Transportation's asset classes, which will be measured using data that is already being collected.

Status (September 2012): **Completed.** Asset Management-specific levels of service have been created through an extensive process with the Asset Management Advisory Committee. The PBOT Director's Team approved the levels of service September 1, 2011. Achievement will be tracked each year during the data collection process for the annual asset status and conditions report. Trends and achievement towards the levels of service will be incorporated into the Asset Status and Condition report as well as the Asset Report Card.

Portland Bureau of Transportation

Performance Measures

Performance Measure	Type	FY 2009-10 Year-End Actuals	FY 2010-11 Year-End Actuals	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	FY 2012-13 Revised Budget
TR_0017 - The number of bridges owned and maintained by the City of Portland	WORKLOAD	159	160	160	160	159
TR_0019 - The percent of bridges in poor or very poor condition, defined as structurally deficient or weight-restricted	EFFECTIVE	18%	17%	19%	19%	18%
TR_0023 - Signalized intersections - number retimed	WORKLOAD	188	127	140	221	125
TR_0026 - Safe Routes to School - number of Portland's participating elementary schools	WORKLOAD	72	80	80	80	80
TR_0032 - Residential and Commercial Permits - number issued	WORKLOAD	1,599	2,042	2,500	2,098	2,600
TR_0034 - Residential and Commercial Permits - percent issued within goal	EFFECTIVE	97%	93%	96%	93%	87%
TR_0035 - Multi-Modal Travel - daily bicycle trips measured during summer months over Portland's four "bike-friendly" bridges (Hawthorne, Burnside, Broadway, and Steel), by calendar year	EFFECTIVE	15,749	17,576	18,257	18,257	18,700
TR_0037 - The percent of CIP funding from partner organizations (via contracts, interagency agreements, intergovernmental agreements, and developer fees), excluding one-time contributions to regional projects	EFFICIENCY	<i>new measure</i>		71%	85%	64%

Performance Measure Variance Descriptions

SIGNALIZED INTERSECTIONS – NUMBER RETIMED:

Prior FY11-12 Estimated at 140

Prior FY11-12 Year-End Actuals at 221

Due to failure of existing communications equipment in the Central Eastside, there was an increase in signals retiming efforts. During this update, signal retiming was completed to comply with the new federal standards for changing the walking speeds, improving pedestrian safety for that portion of the City.

Capital Program Status Report

Transportation

CIP Program	FY 2011-12 Adopted Budget	FY 2011-12 Revised Budget	FY 2011-12 Year-End Actuals	Variance \$	Variance %	FY 2012-13 Adopted Budget	Fall BuMP Revised Budget	FY 2012-13 Year to Date Actuals	Variance \$	Variance %
Centers and Main Streets	\$0	\$0	\$413,011	\$413,011	(8%)	\$0	\$1,500,000	(\$81)	\$1,500,000	
Freight and Industrial Area	\$2,066,320	\$66,517,936	\$60,869,804	(\$5,648,132)	(8%)	\$63,748,075	\$77,632,376	(\$176,090)	\$13,884,301	22%
Local Street Design	\$2,289,045	\$1,673,045	\$871,142	(\$801,903)	(48%)	\$1,265,796	\$1,265,796	\$31,099	\$0	0%
Natural Areas	\$1,529,332	\$1,529,332	\$1,032,005	(\$497,327)	(33%)	\$3,340,538	\$3,762,112	\$89,312	\$421,574	13%
Neighborhood Livability	\$0	\$0	\$16,521	\$16,521		\$0	\$0	\$0	\$0	
Preservation & Rehabilitation	\$17,769,271	\$11,903,561	\$5,113,243	(\$6,790,318)	(57%)	\$24,485,843	\$25,488,217	\$302,649	\$1,002,374	4%
Safety and Congestion Mgmt	\$19,125,845	\$18,386,982	\$11,552,624	(\$6,834,358)	(37%)	\$75,162,768	\$82,431,689	\$474,345	\$7,268,921	10%
Special Projects	\$0	\$10,800	\$22,036	\$11,236	104%	\$0	\$0	\$0	\$0	
	\$4,634,640	\$7,483,563	\$6,871,455	(\$612,108)	(8%)	\$3,758,819	\$2,648,895	(\$463,376)	(\$1,109,924)	(30%)
Total	\$97,414,453	\$107,505,219	\$86,761,841	(\$20,743,378)	(19%)	\$171,761,839	\$194,729,085	\$257,858	\$22,967,246	13%

* Prior Year variances compare Year-End Actuals to Revised Budget

** Current Year variances compare Revised Budget to Adopted Budget

Prior Year Variance Description

- Centers and Main Streets – Under 10%
- Freight and Industrial Area – The Columbia Blvd & MLK Blvd project will significantly impact a business, requiring right-of-way acquisition and possibly, relocation or buy-out. FY 11/12 planned work and expenditures are moving into FY 12/13 (\$568,563).
- Local Street Design – Permit review and issuance continued to be down last year as development activity remained lower than anticipated (\$468,214).
- Neighborhood Livability – Less than budgeted expenditures were primarily due to project schedule changes (\$6,790,318). Construction of the federally-funded Lents Towncenter Project is occurring in FY 12/13 as approval to bid the project did not arrive until the start of this fiscal year. A number of LID projects and two sidewalk projects were bid in July with construction now occurring in FY 12/13.
- Preservation & Rehabilitation – Less than budgeted expenditures were primarily due to two factors, a re-allocation of resources and a project schedule change. (\$6,834,358) Although advertised for bid in FY 11/12, construction of the Burgard Road project will occur in FY 12/13. The Road Rehabilitation paving program for FY 11/12 was eliminated and approximately \$4.4 million was re-allocated to backfill a reduction in gas tax revenues in order to fund Bureau operations and maintenance.
- Safety & Congestion Mgt – ODOT funded project. The work is to complete construction and close-out of this project.

Current Year Variance Description

- Carryover from FY 11/12 to complete sidewalk and federally funded projects.