



PORTLAND PARKS & RECREATION


Healthy Parks, Healthy Portland



March 30, 2015

MEMORANDUM

TO: City Budget Office

FROM: Mike Abbate, Director 

RE: Portland Parks and Recreation FY 2014-15, Spring Budget Monitoring Process (BuMP) Submittal

The Portland Parks & Recreation (PP&R) Spring Budget Adjustment Submittal is an important step in assuring that vital programs, operations, and maintenance are implemented in a timely fashion as directed by City Council.

I would like to highlight two new requests for funding in this Spring Budget Adjustment. They are as follows:

- A request to provide \$45,000 for two months of funding to allow for the Tree Code to begin the expanded program that is necessary for the Tree Code to continue implementation successfully.
- Ira Keller fountain has had a recent pump failure and will not be in operation for the upcoming summer of 2015 unless emergency capital repairs are made this spring. A request is being made for \$20,500 to repair the Water Bureau asset.

In addition, the Submittal includes a request for PP&R's share of the Compensation Set-Aside funding, two ordinances requesting General Fund contingency, along with other miscellaneous technical, revenue and position adjustments.

Thank you for your consideration of this request.

Administration
1120 S.W. 5th Ave., Suite 1302
Portland, OR 97204
Tel: (503) 823-7529 Fax: (503) 823-6007

www.PortlandParks.org
Charlie Hales, Mayor
Mike Abbate, Director

Sustaining a healthy park and recreation system to make Portland a great place to live, work and play.



**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Program Carryover Request

Request: PK_016 - Spring BMP - Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	27,606	0	27,606
External Materials and Services	(363,867)	0	(363,867)
Internal Materials and Services	15,780	0	15,780
Capital Outlay	(1,654,601)	0	(1,654,601)
Contingency	0	0	0
TOTAL EXPENDITURES	(1,975,082)	0	(1,975,082)
REVENUES			
Intergovernmental Revenues	(1,975,082)	0	(1,975,082)
TOTAL REVENUES	(1,975,082)	0	(1,975,082)

Bureau Description:

This Package is to recognize grant carryover and any other grant adjustments.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_017 - Spring BMP - Technical

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	112,849	0	112,849
External Materials and Services	729,770	0	729,770
Internal Materials and Services	242,184	0	242,184
Capital Outlay	(2,984,803)	0	(2,984,803)
Contingency	1,900,000	0	1,900,000
TOTAL EXPENDITURES	0	0	0
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Taxes	(756)	0	(756)
Charges for Services	4,524	0	4,524
Fund Transfers - Revenue	0	0	0
Miscellaneous	(3,768)	0	(3,768)
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0
FTE			
Full-Time Positions	0.00	0.00	0.00
TOTAL FTE	0.00	0.00	0.00

Bureau Description:

Technical adjustments between major object categories, cost center, commitment items and new fleet adds done through the budget process per resolution 35960. None of the adjustments impact fund size or contingency.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_018 - Spring BMP - New Revenues

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	308,196	0	308,196
External Materials and Services	221,810	0	221,810
Internal Materials and Services	145,568	0	145,568
Capital Outlay	(1,647,824)	0	(1,647,824)
Fund Transfers - Expense	(333,569)	0	(333,569)
Contingency	3,355,513	0	3,355,513
TOTAL EXPENDITURES	2,049,694	0	2,049,694
REVENUES			
Charges for Services	3,320,583	0	3,320,583
Intergovernmental Revenues	(1,711,166)	0	(1,711,166)
Interagency Revenue	41,293	0	41,293
Fund Transfers - Revenue	(352,790)	0	(352,790)
Bond and Note	250,544	0	250,544
Miscellaneous	475,009	0	475,009
General Fund Discretionary	26,221	0	26,221
TOTAL REVENUES	2,049,694	0	2,049,694

Bureau Description:

New revenues, revenue adjustments, or changes to fund size through contingency adjustments (primarily focused in new capital project funding that has materialized throughout the year).

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Compensation Set Aside Request

Request: PK_019 - Spring BMP - Comp Set-Aside

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	942,949	0	942,949
TOTAL EXPENDITURES	942,949	0	942,949
REVENUES			
General Fund Discretionary	942,949	0	942,949
TOTAL REVENUES	942,949	0	942,949

Bureau Description:

This package is to request the Parks Compensation Set-Aside that the bureau will need to avoid over-expenditure in Personnel Services.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_020 - Spring BMP - Innovation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	416,600	0	416,600
TOTAL EXPENDITURES	416,600	0	416,600
REVENUES			
Fund Transfers - Revenue	416,600	0	416,600
TOTAL REVENUES	416,600	0	416,600

Bureau Description:

PP&R received three innovation fund grants in January, and nine additional micro-grants in March. These 12 grants are being placed into a special revenue fund to be individually tracked and reported back on.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_021 - Spring BMP - General Fund Contingency Ordinances

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	198,000	0	198,000
External Materials and Services	98,000	0	98,000
TOTAL EXPENDITURES	296,000	0	296,000
REVENUES			
General Fund Discretionary	296,000	0	296,000
TOTAL REVENUES	296,000	0	296,000

Bureau Description:

This request is to request one-time funding for Council approved ordinances that identified one-time General Fund contingency funding to be provided as the funding for the ordinance in FY 2014-15. The two ordinances are:

- * Ordinance 186921 – IGA with Multnomah County to provide enforcement services of the Riverplace Marina Municipal Boat Landing. \$98,000.
- * Ordinance 186891 – DCTU and the City adding the Park Ranger classification to the collective bargaining agreement. \$198,000.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Program Carryover Request

Request: PK_022 - Spring BMP - General Fund Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(300,000)	0	(300,000)
TOTAL EXPENDITURES	(300,000)	0	(300,000)
REVENUES			
General Fund Discretionary	(300,000)	0	(300,000)
TOTAL REVENUES	(300,000)	0	(300,000)

Bureau Description:

This package is to carry over \$300,000 that was allocated in the Fall BMP (package PK_011) to develop master plans in East Portland. These master plans are still in the public involvement stage and won't have any costs in the current fiscal year. The bureau is requesting to these funds be carried over in full to FY 2015-16.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_023 - Spring BMP- Decorative Fountains Capital Repairs

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Capital Outlay	20,500	0	20,500
TOTAL EXPENDITURES	20,500	0	20,500
REVENUES			
Fund Transfers - Revenue	20,500	0	20,500
Miscellaneous	0	0	0
TOTAL REVENUES	20,500	0	20,500

Bureau Description:

The Ira Keller fountain has had a recent pump failure and will not be in operation for the upcoming summer of 2015 unless these emergency capital repairs are made this spring. Council provided annual operations and daily maintenance funding for these Water Bureau fountains back in the FY 2013-14 budget, but did not provide the \$180,000 in annual major maintenance capital funding the Water Bureau budgeted annually to repair and replace the major system components of these fountains.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_024 - Spring BMP - Tree Code Implementation

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	27,484	0	27,484
External Materials and Services	17,516	0	17,516
TOTAL EXPENDITURES	45,000	0	45,000
REVENUES			
General Fund Discretionary	45,000	0	45,000
TOTAL REVENUES	45,000	0	45,000
FTE			
Limited Term Positions	0.33	0.00	0.33
TOTAL FTE	0.33	0.00	0.33

Bureau Description:

This is to provide two months of funding to allow for the Tree Code to begin the expanded program that is necessary for the Tree Code to continue implementation successfully.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_025 - Spring BMP - Position Changes

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	0.92	0.00	0.92
Limited Term Positions	-1.00	0.00	-1.00
TOTAL FTE	-0.08	0.00	-0.08

Bureau Description:

This package is a technical package to convert positions that were added as limited term positions with new growth (O&M) funding in order to meet immediate demand, but are ongoing funded in nature and built into the ongoing budget. The positions being converted are as follows

- * 40022913 – Customer Service Center
- * 40024140 – Customer Service Center
- * 40024251 – North Zone Services
- * 40024328 – South Zone Services
- * 40024378 – Community Relations
- * 40024468 – Community Relations

Additionally, this package abolishes vacant position 40004073 that previously provided administration on a Metro land acquisition bond, which has since run out of funding and is no longer needed.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Parks & Recreation

Type: Program Carryover Request

Request: PK_026 - Spring BMP - CIP Carryover

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
Personnel Services	(437,139)	0	(437,139)
External Materials and Services	(2,383,790)	0	(2,383,790)
Internal Materials and Services	0	0	0
Capital Outlay	(12,967,212)	0	(12,967,212)
Contingency	15,788,141	0	15,788,141
TOTAL EXPENDITURES	0	0	0

Bureau Description:

Non-General Fund Carryover adjustments to contingency for the following projects:

Equipment Reserve	\$241,492
Bridgeton Marine Dr.	\$183,790
Bridge Inventory	\$200,000
IT Equipment Reserve	\$297,000
Swan Island Lower Trail	\$168,699
Leach Botanical Garden	\$500,000
DDC Control Projects	\$423,064
Beech Park Development	\$3,591,933
Gateway Plaza	\$3,830,815
Colwood ROW	\$450,000
Whitaker Access	\$200,000
Spring Garden Development	\$281,586
Fernhill Splash Pad	\$445,800
SDC Park Development & Acq.	\$4,503,458

CBO Discussion and Recommendation

Business Area Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Portland Parks & Recreation				
EXPENDITURES				
Personnel Services	\$46,498,106	\$31,768,982	\$46,122,055	99%
External Materials and Services	\$15,309,296	\$8,877,358	\$14,946,677	98%
Internal Materials and Services	\$7,534,355	\$5,291,278	\$7,609,404	101%
Capital Outlay	\$53,235	\$0	\$50,000	94%
TOTAL EXPENDITURES	\$69,394,992	\$45,937,618	\$68,728,136	99%
REVENUES				
Licenses & Permits	\$394,608	\$212,980	\$373,565	95%
Charges for Services	\$17,184,032	\$10,141,986	\$16,693,866	97%
Intergovernmental Revenues	\$133,804	\$0	\$125,000	93%
Interagency Revenue	\$2,143,770	\$975,396	\$1,988,360	93%
Miscellaneous	\$988,246	\$488,619	\$1,056,813	107%
General Fund Discretionary	\$48,550,532	\$0	\$48,490,532	100%
TOTAL REVENUES	\$69,394,992	\$11,818,981	\$68,728,136	99%

Bureau Projection Narrative

Fund 100

This fund has no projected over-expenditures or under-collection of revenues greater than 10%

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Parks Local Option Levy Fund				
EXPENDITURES				
Personnel Services	\$487,035	\$154,447	\$487,035	100%
External Materials and Services	\$0	\$0	\$0	0%
Internal Materials and Services	\$8,039	\$5,213	\$8,039	100%
Fund Transfers - Expense	\$48,865	\$32,576	\$48,865	100%
Contingency	\$430,042	\$0	\$430,062	100%
TOTAL EXPENDITURES	\$973,981	\$192,236	\$974,001	100%
REVENUES				
Budgeted Beginning Fund Balance	\$967,780	\$0	\$967,780	100%
Taxes	\$690	\$461	\$690	100%
Miscellaneous	\$5,511	\$3,780	\$5,531	100%
TOTAL REVENUES	\$973,981	\$4,241	\$974,001	100%

Fund Projection Narrative

This fund has no projected over-expenditures or under-collection of revenues greater than 10%

Business Area Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Portland Parks & Recreation				
EXPENDITURES				
Personnel Services	\$261,042	\$127,221	\$244,692	94%
External Materials and Services	\$289,265	\$110,841	\$207,060	72%
Internal Materials and Services	\$43,386	\$27,046	\$43,300	100%
Capital Outlay	\$120,227	\$97,045	\$120,000	100%
Contingency	\$0	\$0	\$0	0%
TOTAL EXPENDITURES	\$713,920	\$362,153	\$615,052	86%
REVENUES				
Intergovernmental Revenues	\$713,920	\$610,743	\$615,052	86%
Miscellaneous	\$0	\$2,889	\$0	0%
TOTAL REVENUES	\$713,920	\$613,632	\$615,052	86%

Bureau Projection Narrative

Fund 217

Expenditures

* Personnel Services 94% - Variance is 10% or less.

* External Materials & Services 72% - This variance is attributed to Hillside Drainage grant and Senior Recreation grants.

* Internal Materials & Services 100% - Variance is 10% or less.

* Capital Outlay 100% - Projection assumes that no new construction contracts will be awarded before the end of the fiscal year.

Revenue:

* Intergovernmental Revenue 85% - This small variance, less than 100k, is attributed to the Hillside Drainage grant and the two Senior Recreation grants. Both of which have cash on hand.

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Portland Parks Memorial Fund				
EXPENDITURES				
Personnel Services	\$884,175	\$186,057	\$800,000	90%
External Materials and Services	\$1,447,624	(\$28,866)	\$100,000	7%
Internal Materials and Services	\$1,447,623	\$294,282	\$1,200,000	83%
Capital Outlay	\$0	\$52,000	\$0	0%
Fund Transfers - Expense	\$842,114	\$0	\$842,114	100%
Contingency	\$2,352,926	\$0	\$4,171,592	177%
TOTAL EXPENDITURES	\$6,974,462	\$503,474	\$7,113,706	102%
REVENUES				
Budgeted Beginning Fund Balance	\$3,428,906	\$0	\$3,428,906	100%
Licenses & Permits	\$40,000	\$155,700	\$200,000	500%
Charges for Services	\$2,403,000	\$1,610,365	\$2,400,000	100%
Fund Transfers - Revenue	\$484,800	\$0	\$484,800	100%
Miscellaneous	\$617,756	\$344,470	\$600,000	97%
TOTAL REVENUES	\$6,974,462	\$2,110,535	\$7,113,706	102%

Fund Projection Narrative

External Materials & Services - The large variance is due to the manner in which the Parks Memorial fund is designed to work within the SAP financial system. Sub-funds were created to depict the different special revenue accounts PP&R is responsible to manage. The current configuration of SAP will not allow for expenditures to go beyond appropriation at the sub-fund level, thus PP&R budgets at a higher level at the sub-fund level to allow for any expenditures that might be incurred in any individual sub-fund throughout the year.

This fund has no projected over-expenditures or under-collection of revenues greater than 10%

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Parks Capital Improvement Program Fund				
EXPENDITURES				
Personnel Services	\$2,182,207	\$1,097,716	\$1,748,847	80%
External Materials and Services	\$4,458,320	\$1,095,668	\$4,006,653	90%
Internal Materials and Services	\$657,137	\$292,009	\$536,015	82%
Capital Outlay	\$16,963,203	\$8,653,495	\$15,138,016	89%
Bond Expenses	\$894,875	\$814,762	\$894,875	100%
Fund Transfers - Expense	\$264,634	\$180,607	\$264,634	100%
Contingency	\$30,053,249	\$0	\$30,053,249	100%
TOTAL EXPENDITURES	\$55,473,625	\$12,134,257	\$52,642,289	95%
REVENUES				
Budgeted Beginning Fund Balance	\$36,484,080	\$0	\$36,484,080	100%
Charges for Services	\$12,723,967	\$9,703,862	\$12,713,603	100%
Intergovernmental Revenues	\$967,020	(\$93,762)	\$506,016	52%
Interagency Revenue	\$20,910	\$20,360	\$21,500	103%
Fund Transfers - Revenue	\$3,048,446	\$1,081,845	\$3,049,586	100%
Bond and Note	\$250,544	\$0	\$0	0%

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Parks Capital Improvement Program Fund				
REVENUES				
Miscellaneous	\$1,978,658	\$1,508,089	\$1,930,989	98%
TOTAL REVENUES	\$55,473,625	\$12,220,394	\$54,705,774	99%

Fund Projection Narrative

Expenditures

- * Personnel Services 80% - This variance is due to the slow pace of hiring additional project managers for the upcoming bond projects.
- * External Materials & Services 90% - Variance is 10% or less – Projection assumes that Gateway Urban Plaza, Beech Park and Spring Garden park developments will start design work before the end of the fiscal year.
- * Internal Materials & Services 82% - Projection assumes that PBOT will not get to all Bond funded projects that need survey work by June 30th.
- * Capital Outlay 89% - Projection assumes that no new construction contracts will be awarded before the end of the fiscal year. It also assumes that an additional 1 million will be spent on land acquisition before the end of the fiscal year.
- * Bond Expense 100% - No variance.
- * Fund Transfer – Expense 100% - No variance.

Revenue:

- * Charges for Services 100% - No variance – The projection includes an additional \$3.025 million in SDC Fee revenue.
- * Intergovernmental Revenues 52% - This variance is due to the Metro Bond and the way park land is purchased. Either the City will pay the cost of the land acquisition directly or have Metro pay the final purchase price. This projection assumes that Metro will be paying for the purchase directly rather than the City, which would then have to bill Metro for the cost.
- * Interagency Revenue 103% - This small positive variance is due to unbudgeted interagency work requested by other City Bureaus.
- * Fund Transfers – Revenue 100% - No variance – The projection assumes that all cash transfer revenue will be collected this fiscal year.
- * Bond and Note 0% - Bond funding for Park projects will be available in FY 2015-2016.
- * Miscellaneous 98% - Variance is 10% or less – The projection assumes that an additional \$422,000 in lien assessments will be collected this fiscal year.

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Parks Endowment Fund				
EXPENDITURES				
Unappropriated Fund Balance	\$162,790	\$0	\$163,668	101%
Personnel Services	\$1,500	\$0	\$1,500	100%
External Materials and Services	\$17,808	\$0	\$17,000	95%
Contingency	\$0	\$0	\$0	0%
TOTAL EXPENDITURES	\$182,098	\$0	\$182,168	100%
REVENUES				
Budgeted Beginning Fund Balance	\$181,218	\$0	\$181,218	100%
Miscellaneous	\$880	\$634	\$950	108%
TOTAL REVENUES	\$182,098	\$634	\$182,168	100%

Fund Projection Narrative

This fund has no projections of over-expenditures or under-collection of revenues by more than 10%

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Golf Fund				
EXPENDITURES				
Personnel Services	\$3,569,520	\$2,432,500	\$3,563,284	100%
External Materials and Services	\$4,821,917	\$2,790,382	\$4,622,518	96%
Internal Materials and Services	\$789,804	\$459,907	\$833,647	106%
Capital Outlay	\$770,911	\$452,925	\$770,911	100%
Bond Expenses	\$168,442	\$26,207	\$148,417	88%
Fund Transfers - Expense	\$371,967	\$247,980	\$328,336	88%
Contingency	\$360,844	\$0	\$360,844	100%
TOTAL EXPENDITURES	\$10,853,405	\$6,409,901	\$10,627,957	98%
REVENUES				
Budgeted Beginning Fund Balance	\$1,236,103	\$0	\$0	0%
Charges for Services	\$8,806,302	\$4,948,950	\$8,462,633	96%
Bond and Note	\$800,000	\$800,000	\$800,000	100%
Miscellaneous	\$11,000	\$5,510	\$10,795	98%
TOTAL REVENUES	\$10,853,405	\$5,754,460	\$9,273,428	85%

Fund Projection Narrative

This fund has no projected over-expenditures or under-collection of revenues greater than 10%

Fund Projection Report

	Spring BMP Revised Budget	FY 2014-15 YTD Actuals Thru AP8	Spring BMP Year-End Projection	% of Projected Actuals to Revised Bud
Portland International Raceway Fund				
EXPENDITURES				
Personnel Services	\$786,332	\$476,763	\$786,332	100%
External Materials and Services	\$506,735	\$255,628	\$499,012	98%
Internal Materials and Services	\$100,578	\$69,395	\$100,578	100%
Bond Expenses	\$307,862	\$27,763	\$295,608	96%
Fund Transfers - Expense	\$193,091	\$128,729	\$193,091	100%
Contingency	\$198,812	\$0	\$0	0%
TOTAL EXPENDITURES	\$2,093,410	\$958,279	\$1,874,621	90%
REVENUES				
Budgeted Beginning Fund Balance	\$285,456	\$0	\$0	0%
Charges for Services	\$1,789,156	\$993,140	\$1,662,122	93%
Fund Transfers - Revenue	\$12,567	\$12,567	\$0	0%
Miscellaneous	\$6,231	\$5,172	\$7,251	116%
TOTAL REVENUES	\$2,093,410	\$1,010,879	\$1,669,373	80%

Fund Projection Narrative

This fund has no projected over-expenditures or under-collection of revenues greater than 10%

Portland Parks & Recreation Spring BuMP Update

Add Package Requests for Spring BuMP, FY 2014-15

Decorative Fountain Capital Repair – \$20,500

The Ira Keller fountain has had a recent pump failure and will not be in operation for the upcoming summer of 2015 unless these emergency capital repairs are made this spring. Council provided annual operations and daily maintenance funding for these Water Bureau fountains back in the FY 2013-14 budget, but did not provide the \$180,000 in annual major maintenance capital funding the Water Bureau budgeted annually to repair and replace the major system components of these fountains.

Tree Code Successful Implementation - \$45,000

The bureau is requesting new staff positions that have been identified as critical for the successful implementation of Title 11. Descriptions of the positions and budget needs including fully loaded salary and benefits, supplies, fleet and overhead are below.

Urban Forestry Supervisor (science/ policy/education/ outreach) - \$25,000 1-time (\$155,000 ongoing)

This position is needed to oversee many of the staff working on implementation of Title 11, including outreach and training. This would allow the City Forester/ City Nature Zone Manager to take on or augment code-related responsibilities such as PP&R-BDS coordination, coordination with Commissioner's office, work with the outreach consultant, and the Oversight Committee. In the Urban Forestry Division, she currently directly oversees science, policy, education, outreach, and administrative positions as well as the staff working on the tree code, and Urban Forestry Supervisors, in addition to the Horticultural Services and Community Gardens program supervisors.

On an ongoing basis, this supervisory capacity is required to oversee a new planting program required by the code, incorporate tree code messaging into education and outreach programs, and to replace supervisory duties from City Forester and Urban Forestry Permitting Supervisor, who have been assigned new responsibilities under Title 11.

Tree Tech (DST II) - \$20,000 1-time (\$115,000 ongoing)

Permit application and customer service volumes exceed the two budgeted Tree Tech positions. Since January 2, the work of the two permanent Tree Techs has been augmented by a near-full-time temporary Community Services Aide 2. Funding is needed to create an additional permanent tree tech position.

These requests were not included in PP&R's requested budget because the Tree Code was only one month old on February 2 when the budget was submitted. We now know that there is a compelling need for an additional request for one-time or ongoing resources to implement the code as approved by Council.

Council Ordinances for General Fund Contingency - \$296,000

The bureau was impacted by two ordinances during FY 2014-15 that requested General Fund contingency funding be provided. The two ordinances are:

- Ordinance 186921 – IGA with Multnomah County to provide enforcement services of the Riverplace Marina Municipal Boat Landing. \$98,000.
- Ordinance 186891 – DCTU and the City adding the Park Ranger classification to the collective bargaining agreement. \$198,000.

Compensation Set-Aside - \$942,949

The bureau is requesting the above amount from the Compensation Set-Aside due to unbudgeted COLA increases for full-time employees, a minimum wage increase impacting the bureau’s \$10 million seasonal budget, and unanticipated retirement payouts.

Minimum Wage increase	\$	68,360
Retirement Payouts		109,382
Medical Benefits inflation		294,938
COLA		470,269
Total:	\$	<u>942,949</u>

FY 2014-15 Decision Packages Update**Add Packages****Parks Seasonal Staff Converted to Full-Time**

To date we have converted 11 of the 22 positions, and are in progress of hiring position 12. The next four positions have also been identified, but are delayed due to concerns with revenue projections at this point. The bureau has added an additional filter to determine, if revenues are available to sustainably support the positions, where they can provide the most benefit to service delivery (including safety, quality, revenue enhancement, etc.).

GRUNT

The Greenspaces Restoration & Urban Naturalist Team (GRUNT) is a program that was able to continue for FY 2014-15 with new City funding that replaced previous grant funding.

Major Maintenance

This package added \$250,000 ongoing to the annual allocation for Major Maintenance, which added \$1.25 million over the next five years to support Major Maintenance projects.

SUN School Stabilization and Expansion

As part of a comprehensive agreement with Multnomah County, the City was able to fund the pre-FY 2013-14 level of funding for County-operated schools, restore ongoing funding of all PP&R-operated schools, and provide additional resources to the County to help expand programming to schools in the county that score in the 50th percentile on the SUN poverty index.

Maintenance for New and Existing Assets

This investment helped shape the Asset Management Program, which has been providing an increased enhance asset management and routine maintenance functions through asset and parks service level inspections, cost of service delivery, and lifecycle analysis. Filing positions is underway.

Tree Regulatory Improvement Project

Title 11 Trees implementation began on January 2, 2015. Highlights of implementation included relocation of certain PP&R staff to join other City regulatory units at the Development Services Center (1900 SE 4th Ave); delivering numerous training and public information programs, materials and launching a website to educate about the regulations; hiring 2 DSC2 Tree Technicians and 2 Tree Inspectors to help administer the code and temporary staff to develop new code processes; creation of the 823-TREE (8733) “tree hotline” and customer service system; making numerous new permitting database (TRACS) functions, policies and protocols; and creating the means to monitor and evaluate the outcomes of code implementation. A volunteer Oversight Advisory Committee was also created by Commissioner Fritz to provide input on T11 progress. Further outreach and training on the new code, and policy and systems refinements and development will continue for several months.

Narrative and Status to Budget Notes included in FY 2014-15

The following budget notes were included in the FY 2014-15 budget. No action is required to update:

Surplus Property Sales

Council removes the requirement for \$400,000 in annual Parks property sales from revenue projections and directs the City Budget Office to increase the Portland Parks & Recreation current appropriation level target by \$400,000 starting in FY 2015-16

Narrative and Status to Add Packages included in Fall Budget Submittal

PK_007 - Major Maintenance - Walker Central Energy Controls- \$490,925

This package is currently in the procurement stage awaiting a contract to be awarded to provide the installation service.

PK_011 - Major Maintenance - New Master Plans for East Portland- \$300,000

This package is currently in the public involvement stage. The discussion and likely selection of the properties to develop master plans for will be determined at the April's East Portland Parks Coalition meeting.

Capital Program Status Report

Parks

CIP Program	FY 2013-14	FY 2013-14	FY 2013-14	Variance \$	Variance %	FY 2014-15	Spring BMP	FY 2014-15	Variance \$	Variance %
	Adopted Budget	Revised Budget	Year-End Actuals			Adopted Budget	Revised Budget	Year to Date Actuals		
Acquisitions	\$2,027,306	\$5,295,685	\$5,268,051	(\$27,634)	(1%)	\$750,000	\$3,816,224	\$729,070	\$3,066,224	409%
Buildings & Pools	\$1,779,516	\$4,058,325	\$1,982,770	(\$2,075,555)	(51%)	\$3,253,225	\$3,903,001	\$301,350	\$649,776	20%
Developed Parks	\$7,536,326	\$9,634,224	\$2,079,854	(\$7,554,370)	(78%)	\$16,996,036	\$18,377,993	\$2,529,136	\$1,381,957	8%
Golf	\$25,000	\$340,000	\$121,905	(\$218,095)	(64%)	\$885,000	\$857,722	\$606,195	(\$27,278)	(3%)
Green Infrastructure	\$1,226,026	\$705,691	\$346,488	(\$359,203)	(51%)	\$895,762	\$805,252	\$66,765	(\$90,510)	(10%)
Recreation Features	\$3,134,710	\$4,983,472	\$1,223,917	(\$3,759,555)	(75%)	\$1,773,621	\$7,292,446	\$4,619,721	\$5,518,825	311%
Utilities, Roads & Trails	\$4,568,574	\$13,252,043	\$7,493,687	(\$5,758,356)	(43%)	\$8,209,985	\$7,572,684	\$2,829,299	(\$637,301)	(8%)
Total	\$20,297,458	\$38,269,440	\$18,516,672	(\$19,752,768)	(52%)	\$32,763,629	\$42,625,322	\$11,681,538	\$9,861,693	30%

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

Prior Year Variance Description

Acquisitions -1% - under 10 percent

Buildings & Pools -51% - This variance relates to following projects that will be carried over to FY 2014/15. The Mt Tabor Yard and Urban Forestry Maintenance Facilities, and the roofing projects at East Portland and Charles Jordan community centers. Funding held in reserve for equipment and computer replacement are budgeted under this category, though funding relates to equipment replacement.

Developed Parks -83% - This variance relates to the following projects that were not completed in FY 2013/14, but will be carried over to current fiscal year. The Cully Neighborhood park development projects at Thomas Cully and Khunmokwst, and close out of the repairs at Elizabeth Caruthers Park and the PDC funded improvements at Dawson Park. Lovejoy structure repairs and the Raymond Park entrance development project were completed. The following are a projects that have yet to be started and will be carried over to next fiscal year. The Errol Heights site demo and Willamette Park DOLA and pathway improvement projects

Golf -64% - Large variance relates to a large portion of the Colwood Golf Project construction starting late in FY13/14. The majority of expense will fall in FY 14/15.

Green Infrastructure -51% - The Riverview site stabilization project accounts for more than half of this variance. This funding will be carried over to next fiscal year and is expected to be spent over the next three years. Parks is working with PDC to finalize the IGA which will fund the improvements at Leach Botanical Garden.

Recreation Features -76% - This large variance relates to the Delta Park synthetic turf project, Portland Tennis Bubble Installation project and the Marshall Park Playground installation project which started construction late in the fiscal. These projects will be carryover to the current fiscal year. The Fernhill Park splash pad project did not start in FY 2014.

Utilities, Roads & Trails -43% - This variance relates to the following trail projects that have started but will be carried over to FY 2014/15. Marine Drive Trail Gap, match funding for the PBOT Red Electric Trail project, Phase II of the South Waterfront Greenway trail, Chimney to Pier Park Trail Bridge, Pier Park Trail East project. and trailhead projects, and the Bridgeton portion of the Marine Drive trail. A few trail project are budgeted but have not started, such as the Sellwood GAP, the Columbia Boulevard Overpass project, Bridgeton Marine Drive and funding for the continuation of the lower portion of the Waud Bluff trail/North Willamette Greenway Trail.

Capital Program Status Report

Current Year Variance Description

Acquisitions 409% - This large budget increase relates to funding set aside for certain property acquisitions which didn't happen in last fiscal year.

Buildings & Pools 24% - This increase in budget reflects the carryover funding for numerous projects funded by major maintenance funding, private grants and Park Bureau reserves for equipment purchases.

Developed Parks 8% - This increase in budget reflects the carryover of SDC funding for Spring Garden, Thomas Cully and Khunamokwst park development. True up of carryover funding for PDC funded projects, Gateway Green and Elizabeth Caruthers repair, also contribute to the variance.

Golf -3% - This budget decrease relates to budget true up for the Colwood Golf Course Redesign project.

Green Infrastructure -10% - This budget decrease relates to budget true up of the Leach Botanical Garden Improvement project.

Recreation Features 304% - This large increase reflects the carryover of funding for the following projects. East Delta Park synthetic turf installation, Fernhill Splash Pad and budget true up of the Portland Tennis Center bubble project, funded by SDC. The Willamette Park DOLA is new and funded by parking meter revenue from the parking lot at Willamette Park

Utilities, Roads and Trails -8% - A large portion of this decrease can be attributed to the South Waterfront Greenway Trail Transition project, which is funded in part by SDC and 3 other partners. This project is expected to start in FY 16/17.