

PBOT

PORTLAND BUREAU OF TRANSPORTATION


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Dan Saltzman Commissioner Leah Treat Director

September 11, 2017

TO: Andrew Scott
City Budget Office

FROM: Leah Treat 
Portland Bureau of Transportation

SUBJECT: Portland Bureau of Transportation
FY 17-18 Fall Budget Adjustment

Attached is the FY 17-18 Fall Budget Monitoring Report (BMP) submittal for the Bureau of Transportation (PBOT). This submittal includes the following;

- Budget Amendment Request Report
- Prior FY 16-17 Budget/ Actuals Reconciliations
- Prior FY 16-17 Decision Package Update
- Prior FY 16-17 Performance Measures
- Prior FY 16-17 & Current FY 17-18 Capital Reporting

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

Attachments

c: Commissioner Saltzman
Brendan Finn, Office of Commissioner Saltzman
Matt Grumm, Office of Commissioner Saltzman
Chris Warner, Bureau of Transportation
Jeremy Patton, Bureau of Transportation
Ken Kinoshita, Bureau of Transportation
Joanne Foulkrod, Bureau of Transportation



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**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_001 - GF Ongoing Request - Utility License Fees (ULF)

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
REVENUES			
Charges for Services	0	0	0
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

In the FY 2017-18 Adopted Budget, Council reallocated \$1,980,000 of ongoing General Fund discretionary resources from PBOT to the Build Portland program. The assumption was that PBOT would qualify for at least that much funding from Build Portland each year for various capital projects, and thus remain whole. However, due to PBOT's limited availability of other discretionary resources for capital projects, the bureau had to cut ongoing funding allocated for sidewalk infrastructure improvements (\$1.5 million) and signals/streetlights infrastructure improvements (\$480,000). In order to maintain current staffing levels assigned to build and improve these assets, the Build Portland program would need to allocate one-time bond resources to these ongoing infrastructure improvement programs. PBOT believes it is in the best interest of the Build Portland program to remove the need to continually sell bonds for ongoing operations, and requests that the \$1,980,000 of ongoing General Fund resources be returned to PBOT via a CAL target adjustment in FY 2018-19. By doing so, the funding currently allocated to Build Portland could be used for any capital project within the City without any potential negative impact to current PBOT staffing levels. To memorialize this decision, this request replaces the current year's one-time General Fund resources with ongoing General Fund resources.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_002 - Marijuana Tax Fund Ongoing Request – Vision Zero

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
REVENUES			
Charges for Services	0	0	0
Fund Transfers - Revenue	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

In FY 2017-18 Adopted Budget, a total of \$1,590,000 (\$1,464,958 in ongoing and \$125,042 one-time) from the Recreational Marijuana Tax Fund was added to PBOT's budget for projects intended to improve transportation safety and further advance the City's Vision Zero goals. PBOT is asking Council to realign \$125,042 in one-time to ongoing in PBOT's Recreational Marijuana Tax Fund allocation for FY 2017-18 and beyond.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Capital Set-Aside Request

Request: TR_003 - GF One-Time Request-Major Maint & Infrastructure

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	4,258,063	0	4,258,063
External Materials and Services	6,275,000	0	6,275,000
Capital Outlay	29,620,822	0	29,620,822
TOTAL EXPENDITURES	40,153,885	0	40,153,885
REVENUES			
Fund Transfers - Revenue	40,153,885	0	40,153,885
TOTAL REVENUES	40,153,885	0	40,153,885

Bureau Description:

City Financial Policy 2.03 directs Council to dedicate a minimum of 50% of excess General Fund ending balance to major maintenance and infrastructure replacement projects. In an effort to help the City allocate resources to the most critical infrastructure needs, a citywide project ranking was developed in FY 2014-15. The FY 2017-18 Fall BMP Project Ranking Process will be built off the process used during FY 2017-18 budget development. Project ranking will begin with the existing ranked list created as a result of the FY 2017-18 budget development process, then incorporate any new information from bureaus utilizing the project scoring tool.

PBOT is requesting \$40,153,885 in general fund support for various major maintenance and infrastructure replacement projects:

New Requests-

- Road Improvements around OHSU \$7,100,000
- Columbia Blvd/UP Railroad Undercrossing Improvement \$1,500,000
- Halsey Corridor Traffic Signal Replacement Projects \$1,500,000
- Vision Zero Vegetation Control \$50,000
- Vision Zero Street Name Sign Improvements on High Crash Corridors \$100,000

- From Existing Ranked List in FY2017-18 budget development process, revised dollars-
Bridge Replacement - BR#075-NE 42nd Ave Bridge Over NE Portland Hwy \$7,270,822
- Safe Routes to Schools & Pavement Reconstruction - SE Mill: SE 80th to SE 82nd; SE 80th: SE Market to SE Stephens \$600,000
- Speed Sign Upgrading \$1,000,000
- Traffic Signal System Local Controller Replacement in SE \$900,000

- From Existing Ranked List in FY2017-18 budget development process, same dollars-
Street Lighting Safety & Efficiency \$600,000
- SW Naito Street Lighting - SW Caruthers to Ross Island Bridge (1st segment) \$1,083,063
- Pavement Reconstruction - NW 23rd Avenue: Lovejoy to Vaughn \$4,100,000
- Pavement Rehabilitation - NE Cornfoot: NE 47th to 750' W of Alderwood \$8,400,000

- From Existing Ranked List in FY2017-18 budget development process, funded but resubmitting for additional improvements elsewhere in the City-
Traffic Signal Reconstruction Program \$950,000
- ADA Accessible Sidewalks \$5,000,000

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_004 - GF One-Time Request – Campsite Cleanup

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Contingency	88,313	0	88,313
TOTAL EXPENDITURES	88,313	0	88,313
REVENUES			
Fund Transfers - Revenue	88,313	0	88,313
TOTAL REVENUES	88,313	0	88,313

Bureau Description:

In prior FY 2016-17, PBOT budgeted \$266,247 in OMF Facilities Interagency for its share of campsite cleanup services that is coordinated by OMF Facilities. This contribution supports campsite cleanup services to City right-of-ways and City-owned properties to improve community livability and reduce the impact of homelessness on neighborhoods. In prior FY 2016-17, PBOT was contacted of the increased costs in campsite services and was assured that PBOT could request for reimbursement in General Fund resources for costs over the budgeted amount in the Fall BMP process. At FY 2016-17 year-end, PBOT covered \$88,313 in excess of its budget for a total contribution of \$354,560 in campsite cleanup services. As supported by Mayor's Office, PBOT is asking for one-time General Fund resources to cover the excess costs, \$88,313, from prior FY 2016-17.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_005 - GF One-Time Request – Go Forth

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Contingency	54,510	0	54,510
TOTAL EXPENDITURES	54,510	0	54,510
REVENUES			
Fund Transfers - Revenue	54,510	0	54,510
TOTAL REVENUES	54,510	0	54,510

Bureau Description:

Go Forth has five dedicated meter spaces, two spaces on SW Salmon & 2nd and three spaces on SW 1st. Five dedicated meter spaces are being used by Go Forth for three years to support the City's climate action goals to reduce carbon emissions and encourage citizens to use electric vehicles. The nominal meter rate is \$7,268 per space. The total lost meter revenue to PBOT is \$109,020 (5 spaces x \$7,268 per space x 3 years). PBOT will contribute \$54,510 that is half of the lost meter revenue. PBOT is asking for one-time General Fund support \$54,510 for the other half of the lost meter revenue.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_006 - Debt Service Adjustments

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
Bond Expenses	2,199,370	0	2,199,370
Contingency	(2,199,370)	0	(2,199,370)
TOTAL EXPENDITURES	0	0	0
REVENUES			
Interagency Revenue	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

Debt Service adjustments \$2,199,370 are needed to modify the budget to match the Debt Service Schedules provided by the City's Debt Management Division. These amounts \$2,199,370 were being held in Contingency pending these changes.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_007 - BPS Interagency Projects

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	98,838	0	98,838
TOTAL EXPENDITURES	98,838	0	98,838
REVENUES			
Interagency Revenue	98,838	0	98,838
TOTAL REVENUES	98,838	0	98,838

Bureau Description:

BPS is adjusting PBOT's services for various projects, an overall increase of \$98,838 in IA revenue to PBOT.

- 82nd Avenue Study \$20,768
- Multi-Dwelling Development (\$12,184)
- Powell Division Bike Ped \$20,631
- Central Eastside Freight Access and Circulation Impact Assessment Study \$10,000
- Smart Cities Regional Implementation Plan \$10,000
- Ross Island Bridgehead Right-of-Way Research \$5,000
- Low-Cost Urban Air Quality Measurement \$14,833
- Top of Bank Survey \$29,790

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_008 - OMF Facilities Project

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	10,000	0	10,000
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	10,000	0	10,000
REVENUES			
Interagency Revenue	10,000	0	10,000
TOTAL REVENUES	10,000	0	10,000

Bureau Description:

OMF Facilities is requesting engineering services from PBOT for Police Training Resurfacing Project, an increase of \$10,000 in IA revenue to PBOT.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_009 - Bureau of Human Resources (BHR) Interagency

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	(92,034)	0	(92,034)
External Materials and Services	0	0	0
Internal Materials and Services	92,034	0	92,034
TOTAL EXPENDITURES	0	0	0

Bureau Description:

PBOT is requesting BHR to provide additional staff capacity in administering the recruitment processes for vacant positions within PBOT, including outreach and establishing eligible lists. This request moves \$92,034 in existing appropriation from part-time dollars to BHR interagency.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_010 - Safety & Training – New Vehicle Purchase

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(45,000)	0	(45,000)
Internal Materials and Services	45,000	0	45,000
Contingency	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Interagency Revenue	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

PBOT is requesting the purchase of a new truck to be used for field site inspections to ensure safety compliance by PBOT Employee Services – Safety & Training Section. In addition, the new truck will allow Safety & Training Section the ability to respond and provide assistance to emergency incidents, for assessing work site hazard. This request moves \$45,000 in existing appropriation from operating supplies to CityFleet interagency. Also, this request is in accordance with Resolution 35960 requiring Council approval of new vehicle additions.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_011 - Parking Facilities Fund – Parking Space

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
Charges for Services	56,746	0	56,746
Interagency Revenue	(56,746)	0	(56,746)
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

With the Portland Building move, BES needs to pay the cost of parking spaces closer to their temporary location. As a result, BES is requesting to reduce parking spaces at 1st & Jefferson. This request reduces IA revenue \$56,746 and increases parking fee revenue \$56,746 since these spaces will be rented by other entities during the fiscal year

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_012 - OMF Facilities/BIBS Interagency

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	24,535	0	24,535
Capital Outlay	0	0	0
Contingency	(24,535)	0	(24,535)
TOTAL EXPENDITURES	0	0	0
REVENUES			
Intergovernmental Revenues	0	0	0
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

Parking Enforcement Section has 14 bikes that they use daily to enforce City parking regulations. The bikes are currently stored in the Portland Building Garage for secure parking. In the plan for the Portland Building move to the Congress Center, there was not enough storage space. As a result, PBOT looked and found parking at City Center Garage at 515 SW Salmon. PBOT will rent the parking space in addition fencing installed around the space that totals \$12,000. Additionally, OMF will be providing reception services to tenants of the Congress Center, PBOT's allocated share is \$12,535 to include 4th to 6th floor. This budget increases OMF Facilities/BIBS interagency \$24,535 and reduces general contingency \$24,535.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_013 - Naito: Harrison – Jefferson Project

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
Capital Outlay	473,524	0	473,524
TOTAL EXPENDITURES	473,524	0	473,524
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
Intergovernmental Revenues	473,524	0	473,524
TOTAL REVENUES	473,524	0	473,524

Bureau Description:

As part of the jurisdictional transfer, the State gave PBOT funding for maintenance and paving. PBOT is drawing down on the advance to complete maintenance and paving on the Naito: Harrison – Jefferson Project. This request recognizes the revenue \$473,524 from state cost sharing.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Program Carryover Request

Request: TR_014 - General Fund Carryovers

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	1,614,164	0	1,614,164
External Materials and Services	2,128,995	0	2,128,995
Internal Materials and Services	39,000	0	39,000
Capital Outlay	8,439,253	0	8,439,253
TOTAL EXPENDITURES	12,221,412	0	12,221,412
REVENUES			
Budgeted Beginning Fund Balance	12,221,412	0	12,221,412
TOTAL REVENUES	12,221,412	0	12,221,412

Bureau Description:

A carryover is requested to complete projects from General Fund resources that started in prior fiscal years. This request trues up the estimates in beginning fund balance that were made for General Fund carryovers in FY 2017-18 Adopted Budget.

Maintenance Operations Group:

Tool Room Assessment - Innovation Grant \$70,000

Policy, Planning & Projects Group:

SW Trails - Special Appropriation \$8,498

Street Connectivity Plan (\$406)

Bike Box Counter - Gateway to Opportunity Project \$46,056

Renewal Power - Public Space - Innovation Grant \$66,440

Engineering Services Group:

Mobile Tech - Post-Earthquake - Innovation Grant \$20,000

Capital Projects:

T00505 Southwest Corridor Project \$198,204

T00064 Harbor DR & River Pkwy, SW \$221,759

T00185 Moody Pkwy \$66,233

T00318 Oak St: Naito - 10th Ave, SW \$384,314

T00500 Burnside St: 16th-Cesar Chavez, E \$1,020,504

T00501 122nd Ave: I-84 Ramp-Skidmore, NE \$1,643,766

T00504 122nd Ave Safety Improvements, NE/SE \$2,501,685

T00507 Glisan St at 90th Ave, NE \$58,509

T00508 Taylor's Ferry Rd Rockslide Abatement, N \$72,130

T00538 Burnside St: 8th-24th, W \$145,559

T00540 Gravel Street Program \$1,164,762

T00591 Naito: Harrison - Jefferson, SW (\$185,377)

T00608 Sunderland Rd Bridge Repl, NE-BR #094 \$38,672

T00619 Front Ave: 9th-19th LID, NW \$50,332

T00659 Streetcar \$254,882

T00660 Naito: Jefferson - Davis (Better Naito) \$242,847

T00663 Halsey: 114th - 162nd, NE \$996,972

T00688 Signal & St Lighting - GF \$2,881,988

Vision Zero:

T00568 Glisan Pedestrian Crossing, NE (& T00611) \$137,509

T00613 MLK: Tillamook - Ainsworth, NE \$115,574

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Program Carryover Request

Request: TR_015 - GTR Carryovers

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	619,226	0	619,226
External Materials and Services	2,094,766	0	2,094,766
Internal Materials and Services	1,485,366	0	1,485,366
Capital Outlay	950,000	0	950,000
TOTAL EXPENDITURES	5,149,358	0	5,149,358
REVENUES			
Budgeted Beginning Fund Balance	5,149,358	0	5,149,358
Licenses & Permits	0	0	0
Charges for Services	0	0	0
TOTAL REVENUES	5,149,358	0	5,149,358

Bureau Description:

A carryover is requested to complete GTR projects that started in prior fiscal years.
This request trues up the estimates in beginning fund balance that were made for GTR carryovers in FY 2017-18 Adopted Budget.

Maintenance Operations Group:
CityFleet Interagency \$1,485,366
Pothole Repair Contracts \$250,000

Policy, Planning & Projects Group:
ADA Transition Planning \$8,112
Ped PDX safety analysis \$35,361
Toole Consultant for Protected Bike Lane Design & Manual \$21,172

Director's Office/Business Services Group:
Streets Community Grant Program \$100,000
MetalSkills Consultant for Executive Leadership & Coaching \$41,600
E-Files Conversion Project \$37,577
Simplified Consultant for Training Development Services \$43,647

Capital Projects:
Regional Signal System Grant \$200,000
T00xxx Outer Division Safety - One Time \$500,000
T00048 Boones Ferry - Stephenson Rd \$100,000
T00058 Signal & St Lighting - GTR \$370,535
T00148 NW Naito Crossing \$21,000
T00333 Barbur Blvd.: 19th-26th, SW \$22,103
T00383 East Portland Access to Transit \$382,158
T00385 Neighborhood Transp Safety & Livability St \$109,720
T00644 Transit Priority Program \$72,910
T00385 ATS CIP Small Projects \$140,000
T00385 AT - Sidewalk projects \$171,284
T00414 Central City Multi-Modal Safety \$7,156
T00453 St. Johns Truck Strategy, Ph. II, N \$500,000
T00574 122nd: Johnson Creek Bridge Replace \$250,000
T00603 Immediate Opportunity Projects \$194,974
T00618 Hawthorne Safety Improvements \$84,683

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_016 - Dev Permitting and Transit Group – New Positions

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	169,000	0	169,000
TOTAL EXPENDITURES	169,000	0	169,000
REVENUES			
Licenses & Permits	67,000	0	67,000
Charges for Services	102,000	0	102,000
TOTAL REVENUES	169,000	0	169,000
FTE			
Full-Time Positions	5.00	0.00	5.00
Limited Term Positions	-2.00	0.00	-2.00
TOTAL FTE	3.00	0.00	3.00

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_016 - Dev Permitting and Transit Group – New Positions

Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
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Bureau Description:

PBOT is requesting to add three permanent positions and two limited-term positions convert to permanent, funded by permit fees, in the Development Permitting and Transit Group to address workload demands.

Engineering Tech II (convert LT to permanent)

Converting the limited term position to permanent is required to respond to an increased volume of Temporary Street Use permit applications. LT position was created to address the increase for FY 16/17. Volume of permit applications has not decreased and is trending upwards for the current FY. Economic forecast for development sees no decrease in the foreseeable future.

Engineer (convert LT to permanent)

The Permit Construction section houses an independent team of traffic engineering staff that reviews temporary traffic control plans for temporary street use permits, permanent traffic controls for public works permits, and manages the construction impacts and mitigations for "Get Portland Moving." Responsibilities of this team are delegated by the City Traffic Engineer, and require a technical leader with a high degree of independent judgement and a great degree of accountability. This position would provide that leadership and oversight, and will be a liaison to the City Traffic Engineer.

Program Mgr, Sr

"Get Portland Moving", the Development Permitting and Transit Group has taken a holistic view of activities in the Right of Way. It was discovered that too often utility companies, construction contractors, and abutting property owners disregard permit conditions and/or proceed with work without a valid permit, resulting in unsafe conditions or delay to the traveling public. With increasing activities in the public Right of Way and enhanced coordination efforts such as Get Portland Moving, a new umbrella Right of Way Use Enforcement Policy has been developed. This Policy uses current City Code authority and provides a consistent and transparent approach to enforce permit conditions making this program highly visible to the general public. A new Penalty Schedule was adopted by City Council in June 2017 in support of the program. Now, to administer the program a new position for Right of Way Use Enforcement Program Management is required. The primary responsibilities of this position include:

- Monitoring and reviewing violation determinations, class of violations, and ensuring consistency across multiple PBOT Divisions and Programs
- Daily, weekly and/or monthly reporting to the Group Management team and PBOT Directors Team
- Correspondence, outreach and education to contractors, utilities, general public and other permitted users in the Right of Way
- Penalty assessment and accounts receivable
- Support and collaboration with PBOT Program staff and field inspectors
- Directing of staff across multiple PBOT Divisions and Programs

Dev Supv II

As a result of the reorganization of the Development, Permitting and Transit Group a new Development Division was created. Within that Division are three primary work groups divided into three main work areas. These include Public Works Permitting, Land Use Review and Building Permit Review. Public works permitting and Building Permit sections have supervisory positions and the addition of the supervisor for Land Use provides for a direct supervisor overseeing land use case assignment, review and management support. Without this supervisor position the development division manager cannot provide the daily staff and case support needed to address the complicated and challenging issues related to this work type. The new development supervisor II will provide this direct support and oversight of staff and the corresponding case review. This organizational structure is also closely aligned with the similarly organized division within BES providing corresponding review of the same development applications.

Program Specialist, Asst

Assistant program specialist to assist with the continued program development associated with the Livable Streets Strategy and Portland in the Streets Program. The primary tasks for the incumbent will include review of consultant produced documents, assist with development of new documents, assist with development of implementation guides, assist with public outreach, and maintain public website.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_017 - Engineering Services Group – New Positions

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	3.00	0.00	3.00
TOTAL FTE	3.00	0.00	3.00

Bureau Description:

PBOT is requesting to add three permanent positions in the Engineering Services Group to address workload demands. This request moves \$183,000 in existing appropriation for mid-year from part-time dollars to full-time dollars.

Signals & Streetlighting Section:

Engineering Assoc, Sr

This position will support current staff with Portland Housing Bureau reviews, signal timing and special projects (chargeable to TriMet and other planning efforts).

Engineering Tech II

This position will support LED project, signal reconstruction projects, Small Cell, and Smart City efforts.

Engineer, Supv

This position will support Electrical Maintenance projects. They will handle ODOT relationships, lead reporting for financial performance and manage staff.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_018 - Vision Zero – New Positions

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	2.00	0.00	2.00
TOTAL FTE	2.00	0.00	2.00

Bureau Description:

PBOT is requesting two positions in the Active Transportation & Safety Section for Vision Zero. This request moves \$138,000 in existing appropriation for mid-year from part-time dollars to full-time dollars, and funded by City Council as part of the marijuana tax.

Vision Zero Data Policy Analyst (Job Class Title: Policy Analyst)

This position is responsible for managing the overall crash data program for the City of Portland, providing leadership, guidance, expertise to the engineering team, capitol program management and safety team. This is a new program created by the Vision Zero Action Plan and funded by City Council as part of the marijuana tax. The position will also be responsible for coordinating the policy and development teams in PBOT on how to analyze and monitor progress of safety projects, such as Fixing Our Streets, and Vision Zero programs.

Vision Zero Program Coordinator (Job Class Title: Program Coordinator)

This position is team lead for the Vision Zero Program and responsible for managing the Vision Zero Task Force, coordinating the implementation of the Vision Zero Action Plan, and responsible for working with the Safety Section Manager (program manager) on identifying, assigning and implementing all projects and programs related to Vision Zero.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_019 - Capital Projects Division – New Positions

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	2.00	0.00	2.00
TOTAL FTE	2.00	0.00	2.00

Bureau Description:

PBOT is requesting two Capital Project Manager II positions in the Capital Program Division to address workload demands. This request moves \$120,000 in existing appropriation for mid-year from part-time dollars to full-time dollars.

As the work of the Capital Program Division continues to increase from state and federal grants, the need for additional capacity to manage multiple, moderately-complex projects has and will continue to increase. Existing project managers currently have between 5-12 projects in their portfolios and have reached or are exceeding workload capacity. For the Capital Programs Division to confidently deliver high-quality project outcomes with consistent project assurance, PBOT needs to ensure the proper division of labor exists. Increasing the number of staff would help to address these needs. The team would be better equipped to manage expectations of internal and external stakeholders, triage to solve problems and move projects through the pipeline at an increased pace.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_020 - Capital Program Manager Position

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	68,000	0	68,000
Contingency	(68,000)	0	(68,000)
TOTAL EXPENDITURES	0	0	0
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0
FTE			
Full-Time Positions	1.00	0.00	1.00
TOTAL FTE	1.00	0.00	1.00

Bureau Description:

The goal of the Capital Program Manager would be to provide vision and direction to a team of 3-5 project managers. The Program Manager would help to ensure increased efficiency, support the development and control of scope, assist with project budget development and management, assist with addressing potential risks and provide mentorship to members of the team. Having an additional program manager in the Capital Program Division would help to improve the overall work environment, allow for the incorporation of ideas about the division structure from a diverse point of view. Additional capacity at this level of management would also help to decentralize management operations, improve overall financial management/budget tracking and provide the opportunity to have greater focus on metrics and fact-based decision making.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_021 - New Mobility Systems - Convert LT to Permanent

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

Bureau Description:

This request is to change an existing Senior Management Analyst from limited term to permanent. This position is being reassigned from being a team member in the Legislative and Resources team to a direct report to Policy Planning and Projects Group Manager independently leading a complex array of assigned tasks and supervising the tasks of other team members in this new organizational unit. The position will have a working title of New Mobility Services Manager and will be assign to lead the agency's approach to incorporating new technology innovations into proposed mobility solutions.

The New Mobility Services Analyst will explore and develop an agency approach to emerging transportation technologies, including autonomous vehicles, connected vehicles, electric vehicles, mobility as a service, and identify opportunities for implementation, funding, and coordination with other entities and private sector partners. This position will also work with other departments and regional and state agencies in development of a Value Pricing program approach that supports Portland's policy objectives.

The position will support innovation within the Portland Bureau of Transportation by researching, analyzing, and supporting the implementation of a broad rollout of projects to improve the transportation experience for residents and visitors. Key responsibilities include the development of a transportation technology innovation roadmap; reviewing, evaluating, implementing and prioritizing key innovation projects including Autonomous Vehicle testing and piloting, and the collection, intake and pursuit of other technology driven innovation opportunities. This position will oversee the work of assigned technical and policy and staff and collaborate with a wide variety of colleagues and external stakeholders on complex and potentially controversial assignments.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_022 - Admin Services – Two Positions

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	123,500	0	123,500
Contingency	(80,000)	0	(80,000)
TOTAL EXPENDITURES	43,500	0	43,500
REVENUES			
Charges for Services	43,500	0	43,500
General Fund Discretionary	0	0	0
TOTAL REVENUES	43,500	0	43,500
FTE			
Full-Time Positions	1.00	0.00	1.00
Limited Term Positions	1.00	0.00	1.00
TOTAL FTE	2.00	0.00	2.00

Bureau Description:

PBOT is requesting two positions in the Admin Services to address workload demands, one limited-term and one permanent position.

Sr. Admin Specialist (LT Position)

This request is to add a Sr. Admin Specialist limited term position in the PBOT Administrative Services group to support the Parking Operations Group Manager, \$80,000 partial year from contingency. This limited-term position will

- handle a variety of tasks that have become a priority for the bureau, most notably RV and Abandoned Auto tracking and reporting.
- work with the Group Manager to set up data collection and reporting methods for RV, Abandoned Auto and other similar issues.
- collaborate with various stakeholders to create and maintain communications among multiple bureaus.
- manage the calendar for the Group Manager, process emails, prepare outgoing memos and reports, and develop administrative processes.

With the current emphasis on Parking Operation information output, and the growth of other groups within PBOT, PBOT's current Administrative Staff can no longer adequately provide support for this Group Manager. Adding additional staff would allow for more dedicated and timely support for the expanded workload of the Parking Operations group.

Office Support Specialist III

This OSS III position will support the Development Permitting and Transit (DPT) Group with Administrative Support at the 1900 building location, \$43,500 mid-year funding from Permit Fees. The location is projected to have approximately 46 staff DPT positions. This group currently does not receive regular Administrative Support due to staff and location limitations. With the upcoming re-stack at the 1900 building, PBOT has provided space for an Administrative staff position. This position would report into the PBOT Administrative Services team, but will support the needs of the DPT group at the 1900 building.

The major role of the Administrative staff will be to:

- Provide general administrative tasks such as scheduling, memos, emails, and meeting notes for the group
- Assist in policy and code upkeep and files
- Help with file management and permit cancellation tracking
- Triage customer hotline and email submissions
- Reconcile daily online credit card payments and BDS cashier receipts
- Pull and run regular reports for Public Works Permitting & TRACS
- Provide SAP support
- Support group HR coordination for new hires, reviews and training logs
- Set up Public Works appeal meetings and file document decisions

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_023 - Snow and Ice Response

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	50,000	0	50,000
Internal Materials and Services	430,000	0	430,000
Contingency	(480,000)	0	(480,000)
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

Electronic variable message signs (VMS) allow Maintenance to display information to advise, guide or warn motorists about road conditions and travel requirements. They aid in traffic management and increase road safety by informing motorists of traffic congestion, accidents, road closures, reduced speed limits or the need for traction devices in winter weather. This \$250,000 request provides one-time funds for installing permanent VMS boards at such locations as West Burnside, SW Barnes Road, and SW Terwilliger.

Additionally, in order to incorporate the use of salt as a tool to clear roadways during winter weather events, this request adds funds to purchase six salt spreaders (\$180,000) to be used on existing trucks and funds to cover existing and new salt storage areas (\$50,000)

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_024 - Street Maint Fixing Our Streets–Equip & Position

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	39,874	0	39,874
Internal Materials and Services	96,000	0	96,000
Contingency	(96,000)	0	(96,000)
TOTAL EXPENDITURES	39,874	0	39,874
REVENUES			
Taxes	39,874	0	39,874
General Fund Discretionary	0	0	0
TOTAL REVENUES	39,874	0	39,874
FTE			
Full-Time Positions	1.00	0.00	1.00
TOTAL FTE	1.00	0.00	1.00

Bureau Description:

This request adds a position and equipment for Fixing Our Streets program work. In order to safely complete Fixing Our Streets base repair projects, a Utility Worker II position is added, mid-year cost at \$39,874, dedicated to setting up no-parking signs and traffic reader boards and performing work-zone flagging to inform and direct traffic and create a safe travel and work environment. In addition, new equipment will be purchased: a flatbed truck \$60,000 for the Utility Worker II to store and haul barricades and traffic reader boards and a vehicle \$36,000 for the FOS Sr. Program Manager position added in FY 16-17.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_025 - Sidewalk Maint - Fixing Our Streets Positions

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	324,972	0	324,972
Contingency	(324,972)	0	(324,972)
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	7.00	0.00	7.00
TOTAL FTE	7.00	0.00	7.00

Bureau Description:

This request adds seven (7) positions to the Maintenance Sidewalks program to work on Fixing Our Streets safety projects identified by downtown PBOT: an Automotive Equipment Operator I, 3 Concrete Finishers, and 3 Utility Worker II's.

This budget increases personnel services for mid-year \$324,972 and reduces general contingency \$324,972.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_026 - Active Trans & Safety – Convert Two LT to Perm

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
TOTAL EXPENDITURES	0	0	0
FTE			
Full-Time Positions	2.00	0.00	2.00
Limited Term Positions	-2.00	0.00	-2.00
TOTAL FTE	0.00	0.00	0.00

Bureau Description:

PBOT requests converting two limited term positions to permanent;

- Transportation Demand Mgmt Asst – job class 30001183 – position 40023769.
PBOT has ongoing funding for this position. It is funded by service charges and fees, GTR, and some multi-year grants. Since this position was created, this position has become directly responsible for managing, implementing and coordinating PBOT’s Safe Routes to School program in the David Douglas School District. The David Douglas High School is the largest high school and the most diverse high school in the State of Oregon. This position is responsible for working with David Douglas Board Members, Principles, Vice-principals and teachers in the high schools, middle schools and elementary schools in the district on a permeant, long-term program to encourage students to safely travel to school by walking, biking or taking transit. This position meets the City’s goals of Vision Zero and multi-modal transportation.
- Transportation Demand Mgmt Specialist I - job class 30000351 – position 40028047.
PBOT has ongoing funding for this position. It is funded by service charges and fees, and some GTR. This position is responsible for several high-profile projects. This position was originally created to assist with the Livable Streets Strategy. Since then, this position has taken on a leadership or lead task role on many programs important to the agency, including but not limited to: Adaptive Cycling Program, Bike Parking Code Update and the Transportation Demand Mgmt in Multi-Use Development Process.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Program Carryover Request

Request: TR_027 - Parking Garages – BIBS Facilities Services IA

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	1,965,535	0	1,965,535
TOTAL EXPENDITURES	1,965,535	0	1,965,535
REVENUES			
Budgeted Beginning Fund Balance	1,965,535	0	1,965,535
TOTAL REVENUES	1,965,535	0	1,965,535

Bureau Description:

A carryover is requested to increase the interagency with Bureau of Internal Services (BIBS) Facilities Services, to complete major maintenance projects for City-owned parking garages. The appropriation will adjust beginning fund balance in the Parking Facilities Fund.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: New Request

Request: TR_028 - Parking Facilities Fund –Community Benefits Prog

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	15,505	0	15,505
Contingency	(15,505)	0	(15,505)
TOTAL EXPENDITURES	0	0	0
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

Water Bureau, PBOT and OMF have projects that are using some form of community benefits programs and have committed to doing a 1% fund for work force and Disadvantaged, Minority, Women, and Emerging Small Businesses (DMWESB) contractor development. OMF Grants will administer this program for the bureaus. PBOT's Parking Facilities Fund share is \$15,505. This budget increases OMF interagency \$15,505 and reduces general contingency \$15,505 in PBOT's Parking Facilities Fund.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2017-18 Fall Supplemental Budget Ordinance**

Bureau: Portland Bureau of Transportation

Type: Technical Adjustment

Request: TR_029 - BPS IA – Bike Parking Code

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(12,000)	0	(12,000)
Internal Materials and Services	12,000	0	12,000
Contingency	0	0	0
TOTAL EXPENDITURES	0	0	0

Bureau Description:

PBOT is requesting BPS to provide code development and legislative project management supporting the bike parking project. This request moves \$12,000 in existing appropriation from miscellaneous to BPS interagency.

CBO Discussion and Recommendation

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
200 - Transportation Operating Fund			
EXPENDITURES			
Personnel Services	90,416,449	79,776,298	88.23
External Materials and Services	71,363,855	58,468,061	81.93
Internal Materials and Services	23,874,827	24,426,765	102.31
Capital Outlay	22,400,516	13,179,796	58.84
Bond Expenses	23,281,045	54,045,810	232.15
Fund Transfers - Expense	10,157,358	10,147,358	99.90
Contingency	84,612,015	0	0.00
TOTAL EXPENDITURES	326,106,065	240,044,088	73.61
REVENUES			
Budgeted Beginning Fund Balance	74,544,926	0	0.00
Taxes	13,250,000	9,787,464	73.87
Licenses & Permits	7,831,200	11,491,539	146.74
Charges for Services	66,827,568	84,672,291	126.70
Intergovernmental Revenues	73,900,309	72,509,931	98.12
Interagency Revenue	32,192,931	26,437,990	82.12
Fund Transfers - Revenue	24,495,701	24,493,698	99.99
Bond and Note	31,000,000	59,714,761	192.63
Miscellaneous	2,063,430	6,365,493	308.49
General Fund Discretionary	0	0	0.00
TOTAL REVENUES	326,106,065	295,473,167	90.61

Prior Year Fund Reconciliation Report

FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
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Fund Reconciliation Narrative

Requirements:

Total Personnel Services were 88.23% of budget. During the fiscal year, PBOT created positions that were funded by increases in cost recovery revenues and a new local gas tax that was approved by voters. PBOT continues to recruit and fill these new positions.

Total External Material & Services were 81.93% of budget. There were two major factors contributing to this under expenditure: 1. PBOT was invoiced \$5.5 million less than budgeted for local match payments (the remaining obligation will be paid in FY 17-18); 2. we underspent \$5 million in supplies. Most of the street preservation treatments are weather sensitive, and due to the unseasonable amount of rainy weather in the spring, these activities were completed at a much lower rate than normal.

Total Internal Material & Services were 102.31% of budget. The over-expenditure was caused by the split of overhead recovery between the Transportation Operating Fund and the Grants Fund. The negative budget for the overhead recovery offset is in The Transportation Operating Fund and the positive overhead recovery budget is in the Grants Fund.

Total Capital Outlay expenditures were 58.84% of budget. Underspensing was due to a lag in project schedules. Project savings has been or will be re-budgeted for FY 17-18. The majority of the variance was in three projects: Signal Reconstruction project, the Bond: Gibbs-River Pkwy project, and the 20th Ave: Raleigh-Upshur LID, NW project.

Bond Expenses were at 232.15% of budget. This relates to non-budgetary expenses being picked up in this report. Expenditures would be within ten percent of budget if this is factored out.

Fund Transfers-Expense are within ten percent of budget.

Unappropriated Ending Fund Balance is \$165,202,522. This is \$58.9 million higher than the FY 17-18 Budgeted Beginning Fund balance. \$17.4 million is from GTR and General Fund backed projects carryover that is part of the FY 17-18 Fall BMP request. \$19.4 million is for set-asides such as the \$4.1 million of LED General Fund savings that can only be used for debt or capital replacement and \$5.5 million set-aside from unspent revenues for Bikeshare and Regulatory permits & fees. \$2 million will be used for future requirements that were assumed in PBOT's 5-year Forecast. \$3.3 million will be applied to the FY 18-19 5-year Forecast. The remaining balance of \$16.2 million is from a higher SDC balance due to higher than expected revenues and lower SDC project spending.

Revenues:

Taxes revenues were 73.87% of budget. The budget assumed revenues for a nine-month period. Due to issues that ODOT had in implementing and collecting PBOT's \$.10 local gas tax revenue, only six months of revenues were collected.

License and Permit revenues were 146.74% of budget. \$2.5 million of additional revenue was related to Private for Hire (Uber, Lift, taxi cabs) activity. The FY 17-18 budget reflects this higher level of permit activity. The other \$1.0 million in additional revenue comes from construction permits. Both revenues reflect the robust economy.

Charges for Services were 126.70% of budget. The major sources of the additional revenues are from parking, \$5 million, and System Development Charges, \$4.5 million. The FY 17-18 Budget reflects the additional revenues.

Intergovernmental revenues were within ten percent of budget.

Interagency revenues were 82.12% of budget. PBOT's Maintenance Operations Group had a \$22.4 million interagency with the Bureau of Environmental Services (BES). During the various winter storms stretching from December to February, the Maintenance Operations crews were used to address the weather-related events and were not available to provide services to BES.

Fund Transfers - Revenue are within ten percent of budget.

Bond and Note revenues were 192.63% of budget. Bond sales to take out two lines of credit, LED Lighting Efficiency and the Sellwood Bridge, were the reasons for this higher than budgeted amount.

Miscellaneous revenues were 308.49% of budget. \$2.5 million of this additional revenue was a matter of the budget assuming payments of Business Energy Tax Credits (BETC) revenues coming in FY 17-18. Most of the balance resulted from revenues related to lien assessments for SDC fees being higher than budgeted due to a robust economy.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
212 - Transportation Reserve Fund			
EXPENDITURES			
Contingency	5,873,460	0	0.00
TOTAL EXPENDITURES	5,873,460	0	0.00
REVENUES			
Budgeted Beginning Fund Balance	5,148,460	0	0.00
Fund Transfers - Revenue	700,000	700,000	100.00
Miscellaneous	25,000	59,640	238.56
TOTAL REVENUES	5,873,460	759,640	12.93

Fund Reconciliation Narrative

REQUIREMENTS:

Unappropriated Ending Fund Balance is \$5,946,526. This is \$19,640 higher than the budgeted FY 17-18 beginning fund balance.

REVENUES:

Fund Transfers – Revenue are within ten percent of budget

Miscellaneous revenues are 238.56% of budget. Interest earnings were higher than budget.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 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	1,966,730	1,966,730	100.00
TOTAL EXPENDITURES	3,639,777	1,966,730	54.03
REVENUES			
Budgeted Beginning Fund Balance	1,673,047	0	0.00
Fund Transfers - Revenue	1,966,730	1,956,730	99.49
Miscellaneous	0	10,045	0.00
TOTAL REVENUES	3,639,777	1,966,775	54.04

Fund Reconciliation Narrative

REQUIREMENTS:

Unappropriated Ending Fund Balance is \$1,676,092. This includes \$1,673,047 for debt reserves. This is \$3,045 higher than the FY 17-18 Budgeted Beginning Fund Balance.

Bond Expenses are within ten percent of budget.

REVENUES:

Fund Transfers – Revenue are within ten percent of budget.

Miscellaneous revenues were \$10,045. These are interest earnings on the debt reserves.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
606 - Parking Facilities Fund			
EXPENDITURES			
Personnel Services	545,410	380,071	69.69
External Materials and Services	5,723,501	5,345,349	93.39
Internal Materials and Services	6,448,855	2,782,502	43.15
Capital Outlay	246,131	0	0.00
Bond Expenses	1,876,000	1,876,000	100.00
Fund Transfers - Expense	2,674,964	2,674,964	100.00
Contingency	8,464,699	0	0.00
TOTAL EXPENDITURES	25,979,560	13,058,886	50.27
REVENUES			
Budgeted Beginning Fund Balance	10,619,115	0	0.00
Charges for Services	14,285,910	13,426,776	93.99
Interagency Revenue	974,535	952,916	97.78
Miscellaneous	100,000	164,160	164.16
TOTAL REVENUES	25,979,560	14,543,851	55.98

Fund Reconciliation Narrative

REQUIREMENTS:

Total Personnel Services are 69.69% of budget. The underspending was due to vacancies.

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

Total Internal Material & Services are 43.15% of budget. Major maintenance work that involves Facilities interagency was underspent. Portions of this unspent budget are being requested for carryover in the FY 17-18 Fall BMP.

Total Capital Outlay expenditures are 0% of budget. Underspending due to a delay in the construction phase of the 10th & Yamhill project.

Bond Expenses are within ten percent of budget.

Fund Transfers – Expense are within ten percent of budget.

Unappropriated Ending Fund Balance is \$14,128,809 This is \$4,042,063 higher than budgeted FY 17-18 beginning fund balance. \$1.97 million is being requested to be carried over for Facilities to do major maintenance work. The remaining additional balance is being set-aside for major work for the 10th & Yamhill garage.

REVENUES:

Charges for Service revenues are within ten percent of budget.

Interagency revenues are within ten percent of budget.

Miscellaneous revenues are 164.16% of budget. The additional revenues were expected, but not budgeted because additional appropriation was not necessary.

Prior Year Business Area Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
Portland Bureau of Transportation			
EXPENDITURES			
Personnel Services	\$5,677,645	\$1,845,625	33%
External Materials and Services	\$1,208,756	\$221,474	18%
Internal Materials and Services	\$4,459,732	\$1,953,390	44%
Capital Outlay	\$11,821,290	\$4,317,519	37%
TOTAL EXPENDITURES	\$23,167,423	\$8,338,007	36%
REVENUES			
Intergovernmental Revenues	\$23,167,423	\$5,425,567	23%
Miscellaneous	\$0	\$18,104	0%
TOTAL REVENUES	\$23,167,423	\$5,443,671	23%

Bureau Reconciliation Narrative

Grants Fund (217000) – Transportation

REQUIREMENTS:

Total Personnel Services are 33% of budget. This variance is driven by changes in project schedules. Foster: Powell – 90th, SE (\$2.7 million) is an example.

Total External Material & Services are 18% of budget. This variance is driven by changes in project schedules. Foster: Powell – 90th, SE (\$2.7 million) is an example.

Total Internal Material & Services are 44% of budget. This variance is driven by changes in project schedules. Foster: Powell – 90th, SE (\$2.7 million) is an example.

Total Capital Outlay expenditures are 37% of budget. This variance is driven by changes in project schedules. Foster: Powell – 90th, SE (\$2.7 million) is an example.

REVENUES:

Intergovernmental Revenues are 23% of budget. This reflects the project delays identified in the Requirements section.

Miscellaneous revenues are \$18,104 in unbudgeted interest revenue.

Service Area	Bureau	Package Name	Package Description	Budget Process Funded in:	Year Funded:	Added/ (Reduced) Funds	Added/ (Reduced) FTE	Package Status	Package Update
Transportation and Parking	Portland Bureau of Transportation	Paving Preservation	The City utilizes a Pavement Management System (PMS) to coordinate and set priorities for pavement asset maintenance and rehabilitation. The city optimizes project selection by coordinating with the Active Transportation program to incorporate multi-modal improvements and other safety related elements. Current funding for this program is only provided when available General Fund surplus dollars are allocated. Projects identified for improvement include Front Ave: 9th-19th.	FY 2016-17 Adopted Budget	FY 2016-17	1,500,000		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	Streetplan Connectivity in Growing Centers	This project will develop a future access/circulation plan for two Comp Plan designated Centers in East Portland and along 82nd Avenue to serve as the model for improving connectivity in Centers citywide. Centers targeted for additional density the East Portland Pattern Area often suffer from poor multimodal connectivity. The Plan will focus on Centers in East Portland and along 82nd Avenue to create more equitable service levels where street connectivity is deficient. The Street Plan will develop a plan for establishing 1) future street connections WITHIN Centers and 2) safe routes TO Centers from adjacent neighborhoods. Two Centers along East Portland Corridors (such as 82nd, 122nd, Division, etc.) will be selected to serve as a model (for subsequent Street Plans citywide) for enhancing connectivity to promote greater opportunities and access to transportation systems needed for East Portland residents to reach local businesses, transit stops, schools and other neighborhood destinations.	FY 2016-17 Adopted Budget	FY 2016-17	150,000		In Progress	Project is underway.
Transportation and Parking	Portland Bureau of Transportation	Safety and Education (Vision Zero)	The Portland Bureau of Transportation is committed to Vision Zero, a safety strategy that aims to eliminate fatal and serious injuries through a safe systems approach involving street design, traffic enforcement, and education. PBOT established this commitment in our two-year work plan, Portland Progress. City Council expanded this commitment city-wide via resolution in 2015. In pursuit of Vision Zero, PBOT has convened a Vision Zero Task Force with representatives from Police, Fire and Rescue, Transportation, Public Health, advocacy groups (including equity focused organizations), Portland State University and freight interests. With this diverse group, we are reviewing comprehensive crash data analysis and identifying a range of 2-year and 5-year strategies to achieve zero traffic deaths. This work has suggested that specific roadway designs and specific human behaviors are leading contributors to fatal and serious injury crashes. To address these issues, PBOT has developed a two-part proposal to jump start our Vision Zero effort in the community and to get needed pedestrian safety improvements on the ground quickly with local funds.	FY 2016-17 Adopted Budget	FY 2016-17	300,000		Complete	Project is underway.
Transportation and Parking	Portland Bureau of Transportation	Development Review - Add Position	This position is being added to provide additional engineering staff to assist in the review of development applications, building plan reviews, traffic studies and occasional assistance for public works permits. Currently this staffing need is being provided through a temporary promotional upgrade of an existing PBOT employee. This permanent position is funded through development fees and is expected to be full cost recovery. This permanent position is needed to provide quality engineering review of PBOT codes, standards and to ensure timely response and good customer service. Without this position PBOT will not be able to respond to development applications at the current expected service levels.	FY 2016-17 Adopted Budget	FY 2016-17	116,300	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Utility Constr&Inspec - Convert LT to Permanent	Due to increase in utility and development permitting, these positions are needed to provide engineering and technical support to better provide turn-around review time for customers including traffic engineering support for both the temporary use of public streets and also support for public street improvements permits, intake of Insurance and Bonding documents, processing and document management. Respond to customer inquiries regarding Insurance/Bond status.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Parking Operations - Convert LT to Permanent	This package converts two positions from limited term to permanent. These positions support parking meter operations. The Program Manager manages the parking meter shop, which repairs and maintain parking paystations and meters. The Assistant Program Specialist position supports parking paystation operations. The positions include: Program Manager; Assistant Program Specialist.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Parking Enforcement - Convert PT to FT	This package converts two part-time positions into one full-time position. These Parking Code Enforcement Officer positions provide enforcement for parking regulations city-wide. Changing from two part-time positions to one full-time position will allow PBOT to meet scheduling needs. The positions include: Parking Code Enforcement Officer position - convert from part-time to full-time; Parking Code Enforcement Officer position - cut from budget.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Utility Construction & Inspection - Add Position	As the inspection staff supervisor, this person will completely revamp how inspections are processed, coordinated and completed. They will implement an inspection process utilizing mobile and technology solutions to better give PBOT real time information from the field and be able to track, monitor and schedule inspections from the general public and with other City, State and County agencies. In the short term, this position will act as the point person for PBOT for two critical projects and to act as the supervisor for the Public Works Inspectors in the utilities, Construction and Inspection Division. This position will be the lead point of contact responsible for PBOT's efforts implementing the ITAP project, a citywide online permitting and review project. The second project is that of overseeing the Google Fiber permitting, construction and coordination implementation effort.	FY 2016-17 Adopted Budget	FY 2016-17	136,000	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Signals&Streetlighting - Convert LT to Permanent	As part of the LED conversion, the City is now responsible for maintenance and operations of an additional 44,000 street lights, or an 80% increase in street lights and associated, poles, circuits, and controls. These positions are needed to help design and review plans and specifications for street lights and traffic control devices; managing and inspecting construction or maintenance projects; preparing street light outage reports; analyzing lighting improvements and traffic signal phasing and timing; developing traffic signal timing plans; creating as-builts and maintaining records; applying for energy rebates and funding grants; and being familiar with the central traffic signal control system. Additionally, this position may coordinate, and/or review the work of support staff, technicians, engineering associates, electricians, and contractors.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	SW Corridor Plan - Year 3	The Southwest Corridor (SWC) Plan is a regional effort led by Metro in partnership with TriMet, Washington County, and the cities of Portland, Tigard and Tualatin and others to achieve community visions through integrated land use and transportation planning. This is a third year of Special Appropriation requests to support the preparation of a Draft Environmental Impact Statement (DEIS) and selection of a Locally Preferred Alternative (LPA) for the Southwest Corridor Plan. In FY 14/15, City Council provided \$650,000 of General Fund support for the effort with \$500,000 that went to Metro and \$150,000 available to fund City staff work on the plan. Council authorized a similar level of funding support in FY 15/16, with \$550,000 to go to Metro and \$150,000 available to fund City staff work for an overall total of \$1.35 million. During FY 16-17 the request will fund a larger number of City staff from multiple bureaus (PBOT, BPS, BES, PWB, and Parks) involved in the technical analyses that will be performed for the DEIS, which will lead to its completion and selection of an LPA in FY 17-18. There is no additional match funding to Metro in this request.	FY 2016-17 Adopted Budget	FY 2016-17	300,000		In Progress	Project is underway. The current schedule is to have a draft Environmental Impact Statement ready for public review by January 2018, and regional selection of a Locally Preferred Alternative (LPA) in spring 2018.

Service Area	Bureau	Package Name	Package Description	Budget Process Funded in:	Year Funded:	Added/ (Reduced) Funds	Added/ (Reduced) FTE	Package Status	Package Update
Transportation and Parking	Portland Bureau of Transportation	Out of the Mud	Our local streets bind residential zones with corridors and centers to create a rich fabric of the city. Problem residential streets—those needing a stable paved surface plus those paved needing shoulders or sidewalks to walk safely-- are not seeing improvement by development actions, local improvement districts, or city capital projects at a pace that will address the city's needs; residents need this ongoing commitment of resources. The current mayor, like our past mayor, recognized the need to provide ongoing assistance to get residents in the worst of these problem streets out of the mud, and in FY 15-16 provided \$1M on ongoing general fund assistance. Certain areas of Portland are plagued by problem streets. Areas where the city has invested in in-depth study with community input as well as funding from state growth management grants, include inner NE Cully, outer SE Division-Midway, and SW Tryon-Stephens. In order to finance Errol Heights, PBOT will be bonding a portion of the General Fund revenue. By bonding a portion of the revenue, PBOT will be able to finance the Council desire for a deferral of assessments for property owners who are lower income or on a fixed income participating in the Errol Heights LID. While the bureau could complete one other future project, this cut would eliminate an ongoing and sustainable program for other projects for the foreseeable future. Staff is preparing to examine a package of improvements for either the Cully or Division-Midway plans. The bureau estimates, with this cut, one of these options could move forward to design and outreach in FY 16-17 and into construction in FY 17-18. This cut could delay the design and outreach phase depending on the cost of the package to FY 17-18 with construction in FY 18-19. Other projects that could have moved forward with the cut funding are the other package for either the Cully Neighborhood or Division-Midway street plans, as well as other future work on Tryon-Stevens Headwaters Neighborhood Street Plan in Southwest, and a Woodstock Neighborhood package based upon "Roadway Not Improved" work. While not as severe as other alternatives, this will disproportionately impact lower income census tracts (Cully, Division-Midway, Woodstock) with higher levels of minority residents. This will also impact traditionally underserved neighborhoods in East Portland and Southwest Portland which have the highest level of unimproved streets, stormwater infrastructure, and are lacking in critical infrastructure on busier streets.	FY 2016-17 Adopted Budget	FY 2016-17	(750,000)		Complete	Appropriation for this program has been reduced.
Transportation and Parking	Portland Bureau of Transportation	Transportation Planning - Convert LT to Permanent	This package converts three positions from limited term to permanent in Transportation Planning. The positions include: Business Systems Analyst- This position is needed to assist planners and project managers by improving the quality and effectiveness in communicating complex topics to the public, elected officials, and the media; Associate Planner - This position is needed to assist planning and project managers in public involvement, ensuring consistency, completeness, and quality; Associate Planner – This position provides vital technical and policy support on area and citywide planning as well as technical analysis for resource development.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Business Technology - Convert LT to Permanent	This package converts a limited-term position to a permanent position in the Business Services / Business Technology Division. The change is made within current appropriations, and has a net zero dollar impact. This position is needed to support ongoing mapping due to increased permit, work-order and construction activities. The job class 30000342 is GIS Technician II and the position number is 40024141.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Parking Operations - Cut Position & Add M&S	This package cuts one position and moves appropriation from personal services to materials and services, to support meter operations. The Parking Paystation Technician position is vacant and has never been filled. The materials and services appropriation is for parking paystation bankcard processing. In 2015, the City moved from an in-house payment gateway to contractor-provided payment processing system, to ensure compliance with Payment Card Industry (PCI) rules. This decision package covers part of the increased cost of the new processing system. The position is: 30000099-Parking Paystation Technician 4002302.	FY 2016-17 Adopted Budget	FY 2016-17		(1.00)	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Bridge Engineer Position	We have received new funding from the GF to replace the Sunderland Bridge and also funds from ODOT to replace the SE 122nd Bridge over Johnson Creek. These are both 3 year projects and there are also several other projects (NE 7th Bridge over Sullivan's Gulch, NW Flanders over I-405) that will likely be funded. We need the position in order to deliver these projects.	FY 2016-17 Adopted Budget	FY 2016-17		1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Photo Radar - Add Position	This package adds a position for the Photo Radar Program. The position is a program manager. The Photo Radar Program improves safety by catching speeders and deterring aggressive driving. In 2015, Oregon Revised Statutes (ORS) were updated to allow fixed cameras in high-crash corridors. PBOT will work with Portland Police and Multnomah County Court to implement cameras in Portland. This position will provide program oversight, outreach and public involvement, and intergovernmental coordination for the photo radar program, including fixed cameras.	FY 2016-17 Adopted Budget	FY 2016-17	100,000	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Electrical Maintenance - Convert LT to Permanent	As part of the LED conversion, the City is now responsible for maintenance and operations of an additional 44,000 street lights, or an 80% increase in street lights and associated poles, circuits, and control. These position are needed to maintenance of the additional 4,000 street light poles, associated circuits, tracking of infrastructure, mapping of the system, and updates to the as-built drawings the City records.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Major Maintenance and Infrastructure	Per the Mayor's FY 2016-17 Budget Guidance, one-time requests for General Fund should focus on taking care of the City's existing assets. To assist Council in allocating these funds to the highest priority major maintenance and asset replacement projects, a citywide project ranking was developed. In order for these projects to be considered for funding, bureaus must submit these projects as General Fund one-time requests in the FY 2016-17 budget process.	FY 2016-17 Adopted Budget	FY 2016-17	1,840,000		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	Active Transportation - Convert LT to Permanent	This package converts three positions from limited term to permanent. These positions support the Safe Routes to School, Smarttrips, and Sunday Parkways programs. The positions include: Program Manager; Transportation Demand (TDM) Assistan; Transportation Demand (TDM) Assistan. The program manager position oversees Active Transportation Operations, including bike share, bike racks, Street Seats, Missing Links (low-cost infrastructure projects), business outreach, and the coordination of Transportation Demand Management efforts, including review of TDM plans as part of conditional use permits, and TDM services for Parking Districts. The TDM assistant positions support the Safe Routes to School program, including coordinating the Smart Trips to School encouragement program targeted at elementary and middle school students, performing data entry and analysis for the Safe Routes parent surveys, managing mailing lists and databases of student, parent and school contacts, performing inventory and distribution of Safe Routes materials and resources, and assisting the team in event planning. These positions support Sunday Parkways events; managing a robust social media presence, administering vendor recruitment, retention, communication and payment systems, organizing and involving hundreds of community organizations, and overseeing office volunteers. These positions also provide evaluation, data entry, and analysis for PBOT's Annual Bike Counts, Pedestrian Trail Counts, and other programs.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Regulatory Operations - Add Positions	This package add positions for Regulatory Operations. These positions are responsible for regulating private-for-hire vehicles, including taxis, transportation network companies, limousine, non-emergency medical transports. The Senior Management Analyst will collect and analyze ride and financial data from all Permitted Private-for-Hire Companies. The position will help manage and track contracts, analyze data and produce a variety of reports. The position will also provide support in regards to research and data collection for the Towing Program. The Regulatory Program Specialists will process permit applications, monitor permit compliance, and investigate complaints for private-for-hire transportation companies. PBOT has an immediate need for these positions, and is working with the Bureau of Human Resources (BHR) to create limited term positions in FY15-16. This decision package provides budget authority for these positions, either as new positions, or to convert limited term positions to permanent positions. The positions include: Senior Management Analyst – one full-time 1.00 FTE; Regulatory Program Specialist – fulltime 1.00 FTE; Regulatory Program Specialist – part-time .50 FTE; Regulatory Program Specialist – part-time .50 FTE.	FY 2016-17 Adopted Budget	FY 2016-17	300,000	3.00	Complete	Position changes have been made.

Service Area	Bureau	Package Name	Package Description	Budget Process Funded in:	Year Funded:	Added/ (Reduced) Funds	Added/ (Reduced) FTE	Package Status	Package Update
Transportation and Parking	Portland Bureau of Transportation	Streetcar - Add Position	With the opening of the Eastside Loop and Completion of the Loop, Portland Streetcar transit service has increased. The Streetcar now operates three lines, North South (NS), A Loop (clockwise) and B Loop (counter clockwise). With this increase, we now schedule 14 vehicles in service per day. An additional Utility Worker I position is needed for cleaning platforms and vehicles. We currently have 5 UW I's working to keep all 17 vehicles, 70+ platforms, and the streetcar facility clean. The UW I's are scheduled to meet system needs, as service is provided 7 days a week, approximately 20 hours per day.	FY 2016-17 Adopted Budget	FY 2016-17	83,800	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Street Repair & Traffic Safety Program	Voters in Portland approved a temporary Street Repair and Safety Program in May of 2016 to finance street repair and safety improvements. The program will provide for pavement repair, signal modernization, more crosswalks and safety beacons, better and safer access to school, and transit and community services for Portland's kids, senior and families. The program is funded by a temporary 10% gas tax approved by the voters and a heavy vehicle use fee passed by Council ordinance.	FY 2016-17 Adopted Budget	FY 2016-17	13,250,000	13.00	In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	Safety and Training - Add Position	BHR has determined that PBOT is understaffed in the areas of safety and training compared to other large City bureaus, with only 2.0 FTE being currently dedicated specifically to these functions bureau-wide. Current staffing levels do not allow for adequate safety and training program coverage for both primary PBOT locations, Maintenance Operations and the Portland Building. In addition, current staffing levels do not adequately allow for implementing needed enhancements to bureau-wide safety and training processes, including the ability to manage improvements to training records and other safety and training technology and data systems. An additional FTE will increase safety and training staff capacity which will facilitate process, system and technology improvements so that PBOT can better serve all of its employees. This decision package also will provide additional resources for emergency management functions as necessary, which is critical given that PBOT is a first responder bureau.	FY 2016-17 Adopted Budget	FY 2016-17		1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Capital Program - Add Position	PBOT anticipates receiving up to \$10 million in federal funds for transportation safety improvements over the next five years. The expectation is that PBOT will deliver a wide range of safety improvements quickly and efficiently. Delivering this work will require coordination of City staff and consultants by PBOT's capital projects group. It is anticipated that this work will require the assignment of one full time project manager.	FY 2016-17 Adopted Budget	FY 2016-17	140,000	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Paving and Safety Projects - Add Positions	PBOT is requesting to add six (6) new positions and convert seven (7) limited-term positions into permanent positions. The staff in these positions will work directly on delivering roadway and safety projects to improve the efficiency, safety and sustainability of Portland's transportation system. These projects will make it easier for Portlanders to get to the places they want to go and will enhance the quality of life in their neighborhoods. The paving and safety projects will also include ADA improvements. Five positions are funded from Fixing Our Streets revenues in Adopted Budget, this requests shift limited-term dollars and materials to permanent staff dollars. \$98,088 held in contingency is used to cover increased staff in Street Repair and Traffic Safety Fund. Eight positions are supported from a variety of funding sources, an internal shift from materials and capital outlay to permanent staff dollars.	FY 2016-17 Fall BMP	FY 2016-17	-	6.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Material Distribution Ctr - Storekeeper Position	The increased workload from ongoing work plus new Fixing Our Streets projects creates the need for more materials and distribution services from the Distribution Center. This adjustment creates a Storekeeper I position to handle the increased workload. This request moves existing budget from the Facilities Section to the Material Distribution Center at the main Kerby building.	FY 2016-17 Fall BMP	FY 2016-17	-	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	GF Request - Major Maintenance & Infrastructure	City Financial Policy 2.03 directs Council to dedicate a minimum of 50% of excess General Fund ending balance to major maintenance and infrastructure replacement projects. In an effort to help the City allocate resources to the most critical infrastructure needs, a citywide project ranking was developed in FY 2014-15. The FY 2016-17 Fall BMP Project Ranking Process will be built off the process used during FY 2016-17 budget development. Project ranking will begin with the existing ranked list created as a result of the FY 2016-17 budget development process, then incorporate any new information from bureaus utilizing the project scoring tool. PBOT is requesting \$50,485,835 in general fund support for various major maintenance and infrastructure replacement projects.	FY 2016-17 Fall BMP	FY 2016-17	1,814,000		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	General Fund Request - Derelict RVs	The Bureau of Transportation has set up a Derelict RV Dismantling program to address the growing issue of RVs that pose neighborhood concerns. These vehicles are not safe for habitation, cannot be rehabilitated, and pose an environmental hazard because of hazardous fluids and substances. The three facets of this program are; 1. Portland Police outreach to those selling derelict RVs to the public, 2. A fund for repair of RVs so folks can relocate to connect with family, friends, or other support, and 3. To responsibly dispose of derelict RVs so they do not go back on City streets, posing a hazard to our community.	FY 2016-17 Fall BMP	FY 2016-17	150,000		Complete	Project designed and implemented.
Transportation and Parking	Portland Bureau of Transportation	General Fund Carryovers	A carryover is requested for projects from General Fund in prior fiscal years. The appropriation will adjust beginning fund balance.	FY 2016-17 Fall BMP	FY 2016-17	4,988,837		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	Dev Permitting and Transit Group - New Positions	PBOT is requesting to add six permanent positions and one limited-term position in the Development Permitting and Transit Group to address workload demands: Sr Engineer - Permit Engineering; vEngineering Associate - Permit Engineering; PW Inspector Supervisor I - Utility, Construction, Inspections (UCI); Development Supervisor II - Development Review Division; Safety and Risk Officer I - Streetcar Operation and Maintenance; Engineering Tech I - Development Review Division; RWA Agent III (Limited Term - Right of Way Acquisition).	FY 2016-17 Fall BMP	FY 2016-17	203,000	7.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Carryover for BPS Interagency-	PBOT is requesting services from BPS for work on the map based web application in the Transportation System Plan proposals. A carryover of \$20,000 is requested to complete work from the prior year.	FY 2016-17 Fall BMP	FY 2016-17	20,000		Complete	Project is complete.
Transportation and Parking	Portland Bureau of Transportation	Capital Projects - Capital Project Manager II	With the increase in funding for PBOT capital projects, recent successful state and federal grant requests, and anticipated new major projects, the PBOT Capital Projects Division requires additional project management support. This request adds a Capital Project Manager II to support the delivery of a variety of capital projects included in the bureau's 5 year CIP. This position would also support the bureau's continued work related to the Smart Cities Challenge and Electric and Autonomous Vehicles.	FY 2016-17 Fall BMP	FY 2016-17	-	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	BPS Interagency for Streetcar Analysis	Bureau of Transportation (PBOT) will provide funding to the Bureau of Planning and Sustainability (BPS) for real estate and zoning analysis of potential streetcar system expansion. This is a brief two-month project, occurring in tandem with a broader feasibility analysis directed by Portland Streetcar Inc. This request moves \$5,000 existing appropriation from operating supplies to BPS interagency.	FY 2016-17 Fall BMP	FY 2016-17	-		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	Street Utility Cut Patching for Water Bureau	This request increases the current interagency agreement by which PBOT Maintenance Operations provides street patching following Water Bureau street utility cuts. This request adds five positions and materials in order to respond to Water's increased need for patching services and to allow Maintenance to complete patching in a timely manner.	FY 2016-17 Fall BMP	FY 2016-17	1,100,000	5.00	Complete	Interagency agreement has been updated, and position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	OMF Revenue Division Interagency	PBOT is requesting revenue collection services from the OMF Revenue Division to administer the Heavy Vehicle Use Tax - \$65,000 in one-time costs and \$146,777 in ongoing costs. This budget increases the OMF interagency by \$211,777 and reduces general contingency by \$211,777.	FY 2016-17 Fall BMP	FY 2016-17	-		Complete	Interagency agreement has been updated.

Service Area	Bureau	Package Name	Package Description	Budget Process Funded in:	Year Funded:	Added/ (Reduced) Funds	Added/ (Reduced) FTE	Package Status	Package Update
Transportation and Parking	Portland Bureau of Transportation	GTR Carryovers	A carryover is requested for the projects below to complete the purchase of equipment and the design and construction of the projects.9TR000001632 - School Beacon \$174,000 9TR000002327 - Livable Streets Strategy \$150,000 TX0005 - Gibbs St Elevator Audit/Repair \$50,000 T00272 - Sidewalk Infill Projects, CW \$425,927 T00465 - Powell-Division High Capacity Transit \$56,060 T00048 - Boones Ferry Stephson \$50,000 T00148 - NW Naito Crossing \$21,000 T00208 - Deficient Bridges/Overpasses \$85,142 T00333 - OR99W: SW 19th Ave to SW 26th (\$355) T00383 - East Portland Access to Transit \$130,560 T00414 - Central City Multi-Modal Safety Project \$7,875 T00454 - Southwest In Motion \$15,500 T00460 - Connected Cully, NE \$8,730 T00462 - Barbur Corridor Safety \$91,197 T00385 - Neighborhood Transp Safety & Livability \$636,910 T00207 - Terwilliger-PSU Access \$105,590 T00305 - Ramona & Holgate: 122nd- 136th, SE \$35,055 T00326 - Sandy Blvd: 86th- 92nd, NE \$18,174 T00344 - Naito at Whitaker \$27,303 T00348 - 19th Ave Bikeway: Tacoma \$32,587 T00463 - HSIP \$407,305 T00591 - Naito: Harrison - Jefferson, SW \$40,000 T00603 - Immediate Opportunity Safety Grant \$460,000 T00xxx - 130th & Stark \$200,000 T00064 - Harbor Dr & River Pkwy \$221,759 T00185 - Moody Blvd \$66,233 T00509 - Streetcar \$ 50,000	FY 2016-17 Fall BMP	FY 2016-17	3,566,552		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	Grant and other Funding Carryover	A carryover is requested in projects to complete design and construction •Rapid Flash Beacon Projects, \$262,356 Grants •Boones Ferry Stephenson, \$50,000 SDC	FY 2016-17 Fall BMP	FY 2016-17	312,356		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	GF Request – Vision Zero	One-time General Fund support in the total amount of \$2,900,000 is requested for PBOT’s commitment to Vision Zero: Outer Halsey Safety Streetscape Project - \$2,000,000; Targeted Outreach - \$200,000; Safe Routes to School in High Schools - \$200,000; Community Requests - \$500,000.	FY 2016-17 Fall BMP	FY 2016-17	1,000,000		In Progress	Projects are underway or have been completed.
Transportation and Parking	Portland Bureau of Transportation	GF Req– Seasonal Naito Parkway Bikeway & Walkway	One-time General Fund support in the amount of \$350,000 is requested to provide a high-quality seasonal delineated shared bicycle and pedestrian path on the west side of Naito Parkway. The proposed design utilizes surface mounted removable bollards with the goal of reducing conflicts between cyclists and pedestrians on the Waterfront Path during the summer season, improving pedestrian access during events on the Waterfront, and increasing safety for all users. This request includes 5 years of operations cost for PBOT Maintenance crews to seasonally install and remove the facility.	FY 2016-17 Fall BMP	FY 2016-17	350,000		Complete	Project designed and implemented.
Transportation and Parking	Portland Bureau of Transportation	Complete Streets Supervising Planner	This request is to create a Supervising Planner to oversee a new Complete Streets transportation planning section that includes the PBOT Modal Coordinators (Pedestrian, Bicycle, Freight and ADA) and general transportation planners. This position will oversee the bureau’s relationship with the modal advisory committees, lead the bureau’s integration of modal specific plans into multimodal policy recommendations, make recommendations to resolve conflicting right of way priorities, create conceptual street designs that reflect city policy direction, and ensure that transportation projects adequately address the needs of all roadway users. This budget increases personnel services \$72,500 and reduces general contingency \$72,500.	FY 2016-17 Fall BMP	FY 2016-17	-	1.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Eng Services and Dev Permitting - Positions	Two new positions are being requested: PBOT has significant traffic safety request backlog. This new position request will respond to inquiries about safety concerns including pedestrian, bicycle and vehicle safety, traffic signal, traffic sign and pavement marking requests, intersection and sign visibility concerns, and other transportation requests. This request funds \$8,000 for a new Program Specialist position for the balance of the fiscal year and \$92,000 will go towards safety improvements, such as signage and striping. PBOT has significant amount of capital projects that needs design in order to meet the project schedule. PBOT is requesting a Senior Engineering Associate to design, review and manage the construction of these projects. This budget reallocation from part-time to full-time position nets to zero. One limited-term position is being requested: Due to increase in development activities. PBOT is requesting a 2 year limited term Engineering position to review and development plans in order meet review timeline for developers. This budget reallocation from part-time to limited-time position nets to zero.	FY 2016-17 Spring BMP	FY 2016-17	100,000	3.00	Complete	Position changes have been made.
Transportation and Parking	Portland Bureau of Transportation	Fixing Our Streets Project Adjustments	A technical adjustment is requested for the below projects to add/reduce necessary appropriation to complete the purchase of equipment, design and construction of the projects. This request increases the overall projects \$350,000 and reduces contingency (\$350,000). T00177 – Street Repair & Safety Improvement Prgm (\$250,000) T00382 – Foster: Powell - 90th, SE \$200,000 T00588 – Vermont: Oleson - Capitol, SW \$200,000 T00590 – 50th: Division - Hawthorne, SE \$200,000	FY 2016-17 Spring BMP	FY 2016-17	-		Complete	Appropriation changes have been made

Portland Bureau of Transportation

Performance Measures

Performance Measure	Type	FY 2014-15 Year-End Actuals	FY 2015-16 Year-End Actuals	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	FY 2017-18 Adopted Budget
TR_0042 - Percentage of PBOT-owned bridges in non-distressed condition	KPM	84%	85%	85%	85%	85%
TR_0045 - Percentage of trips made by people walking and bicycling, including to transit (calendar year)	KPM	24%	26%	27%	NA	28%
TR_0049 - Percentage of public works permits completed within Portland Bureau of Transportation's set of interim timelines from beginning to end of permitting process	EFFECTIVE	95%	94%	90%	80%	90%
TR_0053 - Average span of control - (employee to supervisor ratio)	EFFICIENCY	8.80	8.60	8.30	8.30	8.30
TR_0054 - Percentage of administrative costs within Portland Bureau of Transportation budget	EFFICIENCY	5%	6%	6%	6%	5%
TR_0055 - On-street parking expenses as a percentage of revenues	EFFICIENCY	31%	26%	25%	23%	25%
TR_0062 - Percentage of Streetcar on-time performance	EFFECTIVE	81%	82%	82%	79%	82%
TR_0063 - Percentage of Streetcar fare revenue contribution to operating budget	EFFICIENCY	11%	7%	8%	6%	9%
TR_0065 - Annual streetcar ridership	KPM	4,623,520	4,313,571	4,800,000	4,720,474	5,000,000
TR_0067 - Percentage of "busy" (collector/arterial) streets in fair or better condition	KPM	55%	53%	53%	50%	55%
TR_0068 - Percentage of local streets in fair or better condition	KPM	43%	40%	40%	36%	42%
TR_0069 - Total number of traffic fatalities citywide (calendar year)	KPM	28	37	44	44	42

Performance Measure Variance Descriptions

FY 2016-17 estimates compared to FY 2016-17 actuals:

[TR_0045 - Percentage of trips made by people walking and bicycling, including to transit (calendar year)]
FY 2016-17 Actuals, data from American Community Survey should be available later in September 2017.

[TR_0049 Public Works Permits]

The FY2016-17 Actual percentage was lower than the FY2016-17 Revised Budget percentage. The percentage was lower due to PBOT being understaffed. There is a staffing plan in place to address the high volume of permitting activity and to help bring the 95% target back in line.

[TR_0062 - Percentage of Streetcar on-time performance]

Overall, Portland Streetcar's three lines averaged a 79% on-time performance, 9% early, and 12% late. The North/South line exceeded the 82% target for on-time performance; however, the B Loop, which runs northerly on SE/NE Grand Avenue and westerly on N/NE Broadway achieved only a 74.6% on-time performance. Delays on the B Loop are linked to pm peak traffic congestion in which motorists queue to enter the I-84 and I-5 on-ramps.

[TR_0067 Busy (collector/arterial) Streets Condition]

The Fixing Our Streets capital projects is in progress and those accomplishments will be reflected in the following year's report.

[TR_0068 Local Streets Condition]

The paving program is largely weather dependent. Due to damages from snow and ice, the work shifted to repairing nearly twice as many potholes (12,000) as normal and removing/repairing 45 landslides.

Capital Program Status Report

Transportation

CIP Program	FY 2016-17 Adopted Budget	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Variance \$	Variance %	FY 2017-18 Adopted Budget	Fall BMP Revised Budget	FY 2017-18 Year to Date Actuals	Variance \$	Variance %
	\$0	\$0	\$48,054	\$48,054		\$569,000	\$569,000	\$3,583	\$0	0%
Asset Management	\$17,592,371	\$21,280,287	\$15,948,754	(\$5,331,533)	(25%)	\$19,430,361	\$60,042,811	\$882,365	\$40,612,450	209%
Centers and Main Streets	\$0	\$93,536	\$42,996	(\$50,540)	(54%)	\$0	\$66,233	\$389	\$66,233	
Economic Vitality	\$18,526,556	\$9,046,788	\$4,331,632	(\$4,715,156)	(52%)	\$32,242,053	\$33,195,139	\$923,329	\$953,086	3%
Freight and Industrial Area	\$0	\$0	\$154	\$154		\$0	\$0	\$0	\$0	
Health & Livability	\$10,615,160	\$9,274,003	\$7,187,252	(\$2,086,751)	(23%)	\$15,473,214	\$17,901,362	\$406,544	\$2,428,148	16%
Local Street Design	\$1,238,001	\$1,238,001	\$52,451	(\$1,185,550)	(96%)	\$1,646,093	\$1,646,093	\$725	\$0	0%
Neighborhood Livability	\$0	\$156,351	\$172,889	\$16,538	11%	\$0	\$0	\$6,922	\$0	
Safety	\$38,068,510	\$38,909,060	\$19,062,158	(\$19,846,902)	(51%)	\$39,992,195	\$51,541,715	\$632,950	\$11,549,520	29%
Special Projects	\$0	\$221,759	\$0	(\$221,759)	(100%)	\$0	\$221,759	\$0	\$221,759	
Total	\$86,040,598	\$80,219,785	\$46,846,341	(\$33,373,444)	(42%)	\$109,352,916	\$165,184,112	\$2,856,807	\$55,831,196	51%

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

** Current Year variances compare Revised Budget to Adopted Budget

Prior Year Variance Description

- Overall, PBOT spent 42% of the CIP.
- There were a number of projects where the bid occurred late in the fiscal year. Construction shift to FY 17/18

- Bond: Gibbs-River Pkwy, SW
- Foster: Powell - 90th, SE
- Signal Rehab & Reconstruction
- Halsey/Weidler: 103rd - 113th, NE

•Additionally, a \$5.7 million match contribution was supposed to be made to Multnomah County for the Sellwood Bridge reconstruction in FY 16/17. The payment is delayed until FY 17/18.

Current Year Variance Description

- PBOT reviewed its existing CIP budget and making various changes to the current year budget to adjust for revision in construction schedule. PBOT will continue to monitor the CIP project schedules and will make necessary adjustments, as needed.
- The revised budget includes \$40.1 million in one-time general fund requests for major maintenance and infrastructure replacement projects.