




PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Date: September 11, 2017

To: City Budget Office

From: Mike Abbaté, Director 

cc: Commissioner Fritz, Pooja Bhatt, Tim Crail, Cristina Nieves

RE: Portland Parks & Recreation FY 2017-18, Fall Budget Monitoring Process (BuMP) Submittal

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

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

- A request to provide \$125,000 to leverage partnerships focused on supplementing services and raising funds for PP&R projects. To date, these partners have successfully raised more than \$1 million for PP&R projects and operate two regional PP&R assets - Leach Botanical Gardens and Pioneer Courthouse Square.
- A request to provide \$33,000 to address expenses associated with the development of a long-term financial plan, as directed by Council in the FY 2017-18 Adopted Budget.

In addition, the Submittal includes 20 total capital set aside packages, along with miscellaneous technical, revenue and carryover adjustments.

Thank you for your consideration of this request.

Administration

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

www.PortlandParks.org
Amanda Fritz, Commissioner
Mike Abbaté, Director

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



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

Bureau: Portland Parks & Recreation

Type: Encumbrance Carryover Request

Request: PK_002 - Fall - Encumbrance Carryover

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	171,063	0	171,063
TOTAL EXPENDITURES	171,063	0	171,063
REVENUES			
General Fund Discretionary	171,063	0	171,063
TOTAL REVENUES	171,063	0	171,063

Bureau Description:

PP&R recognizes encumbrances for one-time purchases that were over \$5,000 in value and encumbered in the prior year, but not received or accrued in the prior year, limited to the General Fund underspending by PP&R in the prior year. In FY 2016/17, PP&R was underspent by \$171,063, and contained \$562,641 in eligible encumbrances. Thus, this request is for the lesser of the two amounts of \$171,063 in General Fund underspending.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_004 - Fall - Position Changes

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	0	0	0
Contingency	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0
FTE			
Full-Time Positions	0.00	0.00	0.00
Limited Term Positions	0.00	0.00	0.00
TOTAL FTE	0.00	0.00	0.00

Bureau Description:

This package does not add or convert positions. It moves positions between cost centers.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_005 - Fall - Leveraging Partner Success

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	125,000	0	125,000
TOTAL EXPENDITURES	125,000	0	125,000
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
General Fund Discretionary	125,000	0	125,000
TOTAL REVENUES	125,000	0	125,000

Bureau Description:

Portland Parks & Recreation often leverages public resources through successful Partner efforts to maximize service delivery. This request seeks supplemental funding for two successful partners who have lost operating revenue in the pursuit of PP&R goals and activities. Leach Botanical Garden raised more than \$1 million for capital renovations to the PP&R assets last year, rather than focusing on raising operational funds. Unfortunately, due to the bridge closure that serves as their main access point, the garden also lost significant operational revenue last year and has requested \$25,000 support to continue operations. Pioneer Courthouse Square has undergone significant Bond-funded capital renovations in the last year, that have caused some interruption to tenants and limited the availability of the venue for revenue generating rentals. Pioneer Courthouse Square, Inc. the partner that operates the PP&R assets, lost revenue due to the construction and has requested \$100,000 to support continued operations.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_006 - Fall - Financial Stability Plan

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	33,000	0	33,000
TOTAL EXPENDITURES	33,000	0	33,000
REVENUES			
Budgeted Beginning Fund Balance	0	0	0
General Fund Discretionary	33,000	0	33,000
TOTAL REVENUES	33,000	0	33,000

Bureau Description:

Council directed Portland Parks & Recreation to develop a long-term financial plan, which specifically outlines options to address SDC-funded system expansion and long-term major maintenance needs, including alternative funding options and possible service tradeoffs if new resources for O&M and major maintenance needs are not available. A consultant has been engaged to move the project to completion in time for the FY 18-19 Budget process. This package requests funding cover the cost of the consultant.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_007 - Fall - New Revenue

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Personnel Services	(125,000)	0	(125,000)
External Materials and Services	1,344,970	0	1,344,970
Internal Materials and Services	0	0	0
Capital Outlay	19,685,146	0	19,685,146
Bond Expenses	335,000	0	335,000
Fund Transfers - Expense	818,646	0	818,646
Contingency	(818,646)	0	(818,646)
TOTAL EXPENDITURES	21,240,116	0	21,240,116
REVENUES			
Budgeted Beginning Fund Balance	335,000	0	335,000
Intergovernmental Revenues	1,344,970	0	1,344,970
Interagency Revenue	(125,000)	0	(125,000)
Fund Transfers - Revenue	818,646	0	818,646
Bond and Note	18,841,500	0	18,841,500
Miscellaneous	25,000	0	25,000
General Fund Discretionary	0	0	0
TOTAL REVENUES	21,240,116	0	21,240,116

Bureau Description:

This package recognizes changes in fund size due to new revenues or adjusted revenue projections. The significant item in this package is the anticipated 2nd issuance of the 2014 Parks Improvement Bond.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_008 - Fall - PP&R Capital Set Aside Request

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	0	0	0
Capital Outlay	23,150,000	0	23,150,000
Contingency	0	0	0
TOTAL EXPENDITURES	23,150,000	0	23,150,000
REVENUES			
Intergovernmental Revenues	0	0	0
Fund Transfers - Revenue	23,150,000	0	23,150,000
Miscellaneous	0	0	0
TOTAL REVENUES	23,150,000	0	23,150,000

Bureau Description:

Parks bureau assets have a deferred maintenance backlog of over \$430 million, resulting in risks to the public where there is deterioration and possible asset failure. This risk manifests itself in higher maintenance costs associated with the daily dispatches of maintenance staff from emergency to emergency, possibly closing or securing closed assets. The generous support of Portland voters in passing the 2014 Replacement Bond, along with Council's support in funding previous one-time capital maintenance requests, is noticeably reducing some risks, but the accumulated need overwhelms PP&R's available resources. Limited ongoing major maintenance funding must be expended on recurring major maintenance projects such as re-plastering pool shells and emergency response such as landslides and outages to prevent further deterioration of the asset portfolio and loss of service. The 20 projects listed below represent the highest known risks in our asset portfolio. Absent project funding, maintenance costs will continue to increase and service levels may be reduced.

- \$5,000,000 Next Phase-Mt Tabor Yard Facility Replacement
- \$2,500,000 ADA Transition Plan
- \$2,000,000 Mt Scott Community Center Roof*
- \$1,750,000 Peninsula Community Center Roof
- \$1,600,000 Fulton Roof and Heating System
- \$1,500,000 Dock Repairs
- \$1,400,000 Columbia Pool Roof
- \$1,000,000 Kelley Point Park Parking Lot Reconstruction and ADA
- \$750,000 Multnomah Arts Center Roof
- \$750,000 Mt Scott Community Center Air Handling Unit
- \$750,000 Springwater Corridor Trail Bridges
- \$750,000 Boilers-Mt Scott, Montavilla, and Peninsula Community Centers
- \$500,000 Buckman Track Resurfacing
- \$500,000 Lan Su Chinese Garden Roof
- \$500,000 Pittock Mansion Drainage Repair
- \$500,000 Salmon Springs Fountain Repair
- \$500,000 Washington Park Stearns Canyon Stairs
- \$300,000 Irrigation Mainline Replacement-Laurelhurst Park
- \$300,000 Irrigation Mainline Replacement-Lents Park
- \$300,000 Mt Tabor Park Retaining Wall

*The Mt Scott Roof received \$2,570,000 funding in the FY 2016-17 Adopted Budget. In June 2017, Council approved an amendment to the FY 2017-18 Adopted Budget which directed the bureau to move \$2 million to the Urban Forestry Maintenance Facility project and submit a replacement funding request for Mt Scott's roof in the Fall BMP.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: Encumbrance Carryover Request

Request: PK_009 - Fall - Advance Recovery

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
External Materials and Services	199,550	0	199,550
Contingency	0	0	0
TOTAL EXPENDITURES	199,550	0	199,550
REVENUES			
General Fund Discretionary	199,550	0	199,550
TOTAL REVENUES	199,550	0	199,550

Bureau Description:

PP&R issued \$199,550 in advances that were not recovered by the close of the prior year. While the cash has been disbursed, the coordinating expense was not fully realized in the year in which it was funded. This request is to carryover funding to cover the expense associated with these advances that will be realized in FY 17-18.

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_010 - Fall - Scholarship Policy

	Fall BMP Requested Adjustments	Fall BMP CBO/Council Changes	Fall BMP Total Adjustments
EXPENDITURES			
Internal Materials and Services	0	0	0
TOTAL EXPENDITURES	0	0	0
REVENUES			
General Fund Discretionary	0	0	0
TOTAL REVENUES	0	0	0

Bureau Description:

PP&R requests a reallocation of existing funding within the bureau to create a funded scholarship program with existing resources. This action is tied to the implementation of a revised scholarship policy and program. It is intended to ensure that scholarship funding is visible within the bureau's budget. Previously, scholarships have been funded through discounting fees and deferring revenue. This action will reduce cost center budgets and pool these funds in a trust account, setting the stage for a more comprehensive, transparent and long-term approach to meeting the needs of the community. The historic data on system wide utilization of scholarships has been analyzed in order to assess an annual dollar amount that reflects an average of the last three years of utilization.

CBO Discussion and Recommendation

Prior Year Business Area Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
Portland Parks & Recreation			
EXPENDITURES			
Personnel Services	\$57,983,217	\$55,061,513	95%
External Materials and Services	\$17,455,468	\$18,450,901	106%
Internal Materials and Services	\$8,031,227	\$8,288,635	103%
Capital Outlay	\$50,000	\$41,161	82%
Fund Transfers - Expense	\$800,000	\$800,000	100%
TOTAL EXPENDITURES	\$84,319,912	\$82,642,209	98%
REVENUES			
Licenses & Permits	\$639,443	\$635,033	99%
Charges for Services	\$18,362,591	\$17,525,148	95%
Intergovernmental Revenues	\$108,000	\$66,226	61%
Interagency Revenue	\$2,302,306	\$2,041,796	89%
Miscellaneous	\$788,148	\$821,425	104%
General Fund Discretionary	\$62,119,424	\$0	0%
TOTAL REVENUES	\$84,319,912	\$21,089,629	25%

Bureau Reconciliation Narrative

REVENUES 100

Intergovernmental: This \$44,048 variance is due to lower than anticipated billings at the Community Music Center and Urban Forestry.

Interagency Agreements: Due to the nature of how interagency agreements are a budgeted relationship between multiple bureaus, amounts need to be balanced and sufficient to cover all services that may be needed. Services provided are often less than these not to exceed amounts, resulting in under collection of this revenue source.

REVENUES 217

Intergovernmental Revenues- Variance is due to grants whose revenues were budgeted, but not received before year-end.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
215 - Parks Local Option Levy Fund			
EXPENDITURES			
External Materials and Services	652,480	0	0.00
Fund Transfers - Expense	22,536	22,536	100.00
TOTAL EXPENDITURES	675,016	22,536	3.34
REVENUES			
Budgeted Beginning Fund Balance	672,516	0	0.00
Taxes	500	768	153.69
Miscellaneous	2,000	7,022	351.09
TOTAL REVENUES	675,016	7,790	1.15

Fund Reconciliation Narrative

Delinquent taxes have slowly been decreasing over the levy years such that we budgeted a lower amount than previously, however collections were made on these delinquent taxes in this last year which benefited the fund but caused this variance.

Prior Year Business Area Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
Portland Parks & Recreation			
EXPENDITURES			
Personnel Services	\$255,991	\$190,927	75%
External Materials and Services	\$692,420	\$724,475	105%
Internal Materials and Services	\$4,336	\$45,984	1061%
Capital Outlay	\$1,127,625	\$379,167	34%
TOTAL EXPENDITURES	\$2,080,372	\$1,340,554	64%
REVENUES			
Budgeted Beginning Fund Balance	\$1,154,202	\$0	0%
Intergovernmental Revenues	\$926,170	\$1,231,569	133%
Miscellaneous	\$0	\$8,861	0%
TOTAL REVENUES	\$2,080,372	\$1,240,430	60%

Bureau Reconciliation Narrative

REVENUES 100

Intergovernmental: This \$44,048 variance is due to lower than anticipated billings at the Community Music Center and Urban Forestry.

Interagency Agreements: Due to the nature of how interagency agreements are a budgeted relationship between multiple bureaus, amounts need to be balanced and sufficient to cover all services that may be needed. Services provided are often less than these not to exceed amounts, resulting in under collection of this revenue source.

REVENUES 217

Intergovernmental Revenues- Variance is due to grants whose revenues were budgeted, but not received before year-end.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
220 - Portland Parks Memorial Fund			
EXPENDITURES			
Personnel Services	1,577,743	940,504	59.61
External Materials and Services	4,678,759	158,663	3.39
Internal Materials and Services	2,030,870	2,015,547	99.25
Capital Outlay	1,200,000	0	0.00
Fund Transfers - Expense	1,533,900	1,383,900	90.22
Contingency	99,449	0	0.00
TOTAL EXPENDITURES	11,120,721	4,498,614	40.45
REVENUES			
Budgeted Beginning Fund Balance	7,091,532	0	0.00
Licenses & Permits	0	711,620	0.00
Charges for Services	2,901,112	3,287,614	113.32
Fund Transfers - Revenue	67,318	67,318	100.00
Miscellaneous	1,060,759	873,807	82.38
TOTAL REVENUES	11,120,721	4,940,359	44.42

Fund Reconciliation Narrative

EXPENSES

External and Internal M&S: The variance is due to the manner in which the Trust fund was designed to function within the SAP financial system. Sub-funds were created to depict the different trust accounts PP&R is responsible to manage. The current configuration of SAP will not allow for expenditures to go beyond the level of appropriation at the sub-fund level, called a "hard stop". Consequently, PP&R budgets at a higher level at the sub-fund level, to allow for what might occur during a reporting cycle. By budgeting higher at the sub-fund level we create a larger variance at the fund level, such as what is being experienced in this reporting period.

REVENUES

Licenses and Permits: The \$711,620 higher than anticipated revenue relates to the lower than anticipated Fund 100 Revenue in Urban Forestry, as funds were appropriately accounted for in the Tree Regulation Trust.

Miscellaneous: \$186,952 variance is due to lower than expected donations collections. This under collection was offset by under spending in personnel.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
402 - Parks Capital Improvement Program Fund			
EXPENDITURES			
Personnel Services	3,227,711	3,224,994	99.92
External Materials and Services	6,460,210	8,370,335	129.57
Internal Materials and Services	1,833,662	629,222	34.32
Capital Outlay	63,069,613	22,323,192	35.39
Bond Expenses	104,736	104,736	100.00
Fund Transfers - Expense	375,155	375,155	100.00
Contingency	50,925,028	0	0.00
TOTAL EXPENDITURES	125,996,115	35,027,633	27.80
REVENUES			
Budgeted Beginning Fund Balance	89,018,850	0	0.00
Charges for Services	22,566,819	30,438,000	134.88
Intergovernmental Revenues	109,149	88,738	81.30
Interagency Revenue	42,579	45,907	107.82
Fund Transfers - Revenue	11,430,823	11,280,823	98.69
Bond and Note	0	0	0.00
Miscellaneous	2,827,895	4,966,200	175.61
TOTAL REVENUES	125,996,115	46,819,668	37.16

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

Personnel Services: 0.08% or \$2,717 underspent - insignificant variance.

External Materials & Services: 29.57% or \$1.9 million overspent - this variance is due to accelerated contractor spending to quickly complete projects in fairer-than-expected Spring weather, and in time for the Summer season.

Internal Materials & Services: 65.68% or \$1.2 million underspent - see Capital Outlay.

Capital Outlay: 64.6% or \$40.7 million underspent - this large variance is attributed several projects that, while having made progress, will continue into FY 2017-18. The largest of these are as follows: Luuwit View, Gateway Discovery, Errol Heights, Spring Garden, Halprin Fountains, Swan Island, Whitaker Ponds Entryway, and maintenance facilities.

Bond Expenses: no variance.

Fund Transfer Expenses: no variance.

TOTAL EXPENSES: taking the contingency line out of the equation, the capital fund is 53.34% underspent, per the discussion in the Capital Outlay section.

Charges for Services: 34.88% or \$7.9 million overearned - this variance is due to SDC revenues continuing to exceed targets with a strong construction and development market.

Intergovernmental Revenue: 18.7% or \$20,411 underearned - this variance is due to small differences in a several Metro funded natural area acquisitions.

Interagency Revenues: 7.82% or \$3,328 overearned - this is a slight variance from budget.

Fund Transfer Revenues: 1.31% or \$150,000 underearned - a slight variance from budget.

Bond and Note Proceeds: no budget or actuals in FY 2016-17.

Miscellaneous Revenues: 75.61% or just over \$2 million overearned - this variance is mostly due to higher than normal lien assessment collections and interest on investments.

TOTAL REVENUES: Taking the Beginning Fund Balance out of the equation shows revenues were actually overearned by nearly 27%. System Development Charges account for the majority of this variance.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
500 - Parks Endowment Fund			
EXPENDITURES			
Unappropriated Fund Balance	163,300	0	0.00
Personnel Services	750	0	0.00
External Materials and Services	17,877	0	0.00
Internal Materials and Services	775	0	0.00
TOTAL EXPENDITURES	182,702	0	0.00
REVENUES			
Budgeted Beginning Fund Balance	181,465	0	0.00
Miscellaneous	1,237	1,936	156.55
TOTAL REVENUES	182,702	1,936	1.06

Fund Reconciliation Narrative

The variance is due to the manner in which the Endowment fund was designed to function within the SAP financial system. Sub-funds were created to depict the different endowments Parks is responsible to manage. The current configuration of SAP will not allow for expenditures to go beyond the level of appropriation at the sub-fund level, called a "hard stop". Consequently, Parks budgets at a higher level at the sub-fund level to allow for what might occur during a reporting cycle. By budgeting higher at the sub-fund level we create a larger variance at the fund level, such as what is being experienced in this reporting period.

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
603 - Golf Fund			
EXPENDITURES			
Personnel Services	3,780,030	3,547,987	93.86
External Materials and Services	4,332,236	3,885,971	89.70
Internal Materials and Services	754,125	351,868	46.66
Capital Outlay	15,000	0	0.00
Bond Expenses	209,492	205,321	98.01
Fund Transfers - Expense	416,140	416,140	100.00
Contingency	268,831	0	0.00
TOTAL EXPENDITURES	9,775,854	8,407,287	86.00
REVENUES			
Budgeted Beginning Fund Balance	286,028	0	0.00
Charges for Services	8,659,073	7,699,502	88.92
Fund Transfers - Revenue	800,000	800,000	100.00
Miscellaneous	30,753	4,144	13.48
TOTAL REVENUES	9,775,854	8,503,646	86.99

Fund Reconciliation Narrative

Revenues
 Charges for Services 88.92% – Golf experienced an historically wet fall, winter, and spring in fiscal year 2017; as a result, less golf was played and less revenue collected
 Miscellaneous 13.48% – budgeted for sales of assets based on the 3-year average, but this did not happen in fiscal year 2017

Prior Year Fund Reconciliation Report

	FY 2016-17 Revised Budget	FY 2016-17 Year-End Actuals	Percent of Actuals to Revised
604 - Portland International Raceway Fund			
EXPENDITURES			
Personnel Services	819,413	757,158	92.40
External Materials and Services	525,753	338,291	64.34
Internal Materials and Services	132,374	121,640	91.89
Bond Expenses	319,716	318,913	99.75
Fund Transfers - Expense	103,461	103,461	100.00
Contingency	386,754	0	0.00
TOTAL EXPENDITURES	2,287,471	1,639,464	71.67
REVENUES			
Budgeted Beginning Fund Balance	356,253	0	0.00
Charges for Services	1,922,562	1,807,486	94.01
Miscellaneous	8,656	12,489	144.28
TOTAL REVENUES	2,287,471	1,819,975	79.56

Fund Reconciliation Narrative

Budget Note Update

Portland Parks & Recreation

Date of Update: September 11, 2017

Budget Note Title: State Minimum Wage Law Impacts

Budget Note Language:

Council directs Portland Parks & Recreation to work with the City Budget Office over the next five years to identify increased costs to the bureau as a result of the State phasing in an increased minimum wage that will reach \$14.75 per hour in 2022. As part of each subsequent years' requested budget, Portland Parks & Recreation will include a plan for how to account for this additional cost, including increased fee revenue and General Fund appropriations.

Summary Status: Underway

Budget Note Update: Analysis of the impacts of the State Minimum Wage Law impacts is in progress. These impacts have changed slightly with the ratification of a new Recreation Bargaining Agreement effective October 1, 2017, which actively accounts for these increases not only in the impacted classifications, but in higher classifications as well, in order to avoid compression. The financial impact is being addressed in the Long Term Financial Plan required in the FY 2017-18 Adopted Budget that is due to Council in December 2018.

Budget Note Title: Create Income-based Preschool Fees

Budget Note Language: Portland Parks & Recreation will analyze and revise the fee amounts for the preschool program by creating a sliding scale based on household income. The revised schedule shall not result in an increase of General Fund subsidy to the program. These findings and the revised schedule shall be finalized in preparation for the FY 2017-18 budget.

Summary Status: Underway

Budget Note Update: In response to direction to recommend reduction packages in the FY 2017-18 Bureau Budget, Portland Parks & Recreation developed a reduction package to eliminate the Preschool program. Coupled with a vacancy in the Preschool Coordinator position, the income-based fee analysis was delayed and not included in the FY 2017-18 Requested Budget.

The goal of this endeavor changed with the FY 2017-18 Adopted Budget, which directed the bureau to fund the Preschool program through finite remaining Levy Funds and to develop a full cost recovery plan for the Preschool program by the end of FY 2017-18. That effort is in process and a draft proposal is expected in December 2017.

Budget Note Title: Halprin Fountains

Budget Note Language: Council directs Portland Parks & Recreation to bring forward a decision package in the FY 2016-17 Fall Budget Monitoring Process that requests one-time funding of up to \$1,500,000 for restoration of the Halprin Fountains. Funding for the fountains will be contingent upon approval of a Local Improvement District.

Summary Status: Complete

Budget Note Update: A one-time Capital Set-Aside funding package was requested and approved in the FY 2016-17 Fall Budget Monitoring Process. The \$2.15M Local Improvement District formation was approved by City Council on 12/21/16. The Halprin Landscape Conservancy has kicked off its private fundraising campaign for the additional funding. A task order with the Design Team was executed 4/27/17 to take the drawings from 30% design to 100%, and through permitting and construction. A competitive procurement process to hire a CM/GC contractor is completed, with a contract executed 8/16/17. The design process will now proceed with the CM/GC contractor becoming a member of the project team.

Service Area	Bureau	Package Name	Package Description	Budget Process Funded in:	Year Funded:	Added/ (Reduced) Funds	Added/ (Reduced) FTE	Package Status	Package Update
Parks, Recreation, and Culture	Portland Parks & Recreation	Reduce Bureau Unemployment Reserve	This package reduces current unemployment reserves.	FY 2016-17 Adopted Budget	FY 2016-17	(100,000)		Complete	This will have minimal impact in the current year, as existing unemployment claims are projected to fit within this funding level. However, the bureau has limited capacity to fund these mandated payments in future years as an increasing number of positions are cut in the budget process.
Parks, Recreation, and Culture	Portland Parks & Recreation	Mt. Scott Community Center Roof Repair	This package repairs the roof over Mt. Scott Community Center, including the pool. Numerous active leaks have resulted in customer health/safety impacts; these have been temporarily repaired but eventually this leaking could cause longer-term damage to the building itself. Replacement will likely trigger some seismic upgrades and insufficient or non-existent worker fall protection, which, if not replaced, is an OSHA violation.	FY 2016-17 Adopted Budget	FY 2016-17	2,570,000		Not Started	In the FY 2017-18 budget process Council approved an amendment to reallocate \$2,000,000 (\$1M in FY18 adopted, and \$1M in FY18 Fall BMP) from the Mt. Scott Community Center Roof project to the Urban Forestry Maintenance Facility project in Delta Park. Council indicated they expected the Bureau to bring the Mt. Scott Community Center Roof project back to the capital set-aside allocations in the Fall BMP, as it still is in urgent need of repair and needs to be started within the next year. This left \$500K to get started on this project. Progress to date includes: Consulting engineers have been engaged to develop the design and bid documents for the roof repair and seismic improvement project. Preliminary design work is underway.
Parks, Recreation, and Culture	Portland Parks & Recreation	Tree Code Amendments	This package funds an update to the Title 11 Tree code. The new code was implemented in January 2015. One year of experience operating with the new code has made clear that certain parts of the regulations need to be revisited and changed to facilitate more effective and efficient implementation while maintaining consistency with the intentions of Title 11 and other City codes.	FY 2016-17 Adopted Budget	FY 2016-17		1.00	N/A	This position was not funded, and therefore no hire has been made.
Parks, Recreation, and Culture	Portland Parks & Recreation	Automated Bathroom & Gate Lock-up	This package implements a centrally-controlled, automated locking mechanism system for PP&R's bathrooms that are today manually locked and installs automated gates at the sites where the most park users get locked in.	FY 2016-17 Adopted Budget	FY 2016-17			N/A	This package was not funded by General Fund dollars. The PP&R team is scoping technology for this project and a Project Manager will be appointed shortly.
Parks, Recreation, and Culture	Portland Parks & Recreation	Solar Panels at Southwest Community Center	The budget includes \$182,000 in one-time General Fund resources to support solar installations at Southwest Community Center.	FY 2016-17 Adopted Budget	FY 2016-17	182,000		Not Started	This project is on hold and cannot be started until the pool roof has been repaired. That work is funded in P00748 "SWCC Natatorium Roof" which is expected to begin in November 2017 and is expected to be completed in FY 2018-19.
Parks, Recreation, and Culture	Portland Parks & Recreation	O&M Funds for New Parks & Acquisitions	As the City and its population grow, so does the need for parks and green spaces. While the System Development Charges (SDC) program helps fund the acquisition and construction of new parks for the growing need, City Management Financial Policy 2.03.02 provides the City guidance on utilizing the growth in General Fund resources associated with a growing City to plan for the future maintenance of new assets. In accordance with Financial Policy 2.03, this decision package requests \$220,954 of ongoing General Fund resources to support the estimated operations and maintenance costs of new park or park expansions expected to come to Council to be constructed in the upcoming year. They include: Acq Columbia Edgewater - Bean Field (23.33 acres), \$46,639 Acq Buoy One Property, Trail (1.1 acres), \$2,199 Acq Comroe Property, Forest Park (.17 acres), \$340 Acq Foster Property, Forest Park (.17 acres), \$340 Acq Port of Portland Property, Ross Island (2.5 acres), \$4,998 Acq THEAST & SHEAST Property, Whitaker Ponds (.99 acres), \$1,979 Acq Low Property, Woods Park (.36 acres), \$720 Acq Leshold Property, SW Terwilliger Park (.25 acres), \$500 Acq Kirshhof Property, Marquam Park (.81 acres), \$1,619 Acq Williams Property, Forest Park (1.01 acres), \$2,019 Acq UoP Property, Forest Park (.14 acres), \$280 Parklane Park Loo, \$36,372 Wilkes Park Loo, \$36,372 Fernhill Splash Pad, \$43,289 Colonel Summers Park Splash Pad, \$43,289 Subtotal FY16-17 O&M Requests, \$220,954	FY 2016-17 Adopted Budget	FY 2016-17	177,665		Complete	Assets placed into service and are being maintained with this new O&M funding.
Parks, Recreation, and Culture	Portland Parks & Recreation	Rosewood Community Center	This package increases daily parking fees at the 1720 SW Naito Parkway parking lot to bring them into alignment with PBOT fee increases at Block J, a similar parking lot in the area.	FY 2016-17 Adopted Budget	FY 2016-17	55,000		Complete	An agreement has been developed and will be updated annually. Funds have been passed through to the community partner for purposes of funding a community center director.
Parks, Recreation, and Culture	Portland Parks & Recreation	Revenue - Increase Parking Rates	This package increases daily parking fees at the 1720 SW Naito Parkway parking lot to bring them into alignment with PBOT fee increases at Block J, a similar parking lot in the area.	FY 2016-17 Adopted Budget	FY 2016-17			In Progress	Parking rates for this parking lot have been increased to match the prevailing market rates of other nearby lots.
Parks, Recreation, and Culture	Portland Parks & Recreation	Natural Areas Reduction	This package eliminates one summer seasonal staff and associated supplies.	FY 2016-17 Adopted Budget	FY 2016-17	(65,000)		Complete	Vacancy savings were realized in this program due to a reorganization, allowing sufficient funding to maintain two Seasonal Maintenance Workers throughout the year.
Parks, Recreation, and Culture	Portland Parks & Recreation	FY 2015-16 Carryover: Rangers, Plans, New PD's		FY 2016-17 Adopted Budget	FY 2016-17	790,000		Complete	Carried over
Parks, Recreation, and Culture	Portland Parks & Recreation	Reduce Admin Support for Director's Office	This package eliminates a Senior Administrative Specialist position.	FY 2016-17 Adopted Budget	FY 2016-17	(89,124)	(1.00)	Complete	This vacant position was cut from the budget
Parks, Recreation, and Culture	Portland Parks & Recreation	Washington Park Pipe Re-lining	This project re-lines the 4000+ feet of sanitary and stormwater pipe in Washington Park to extend its life. The failing piping is causing sewage spills, backed-up restroom facilities, and contamination issues. Each sewage spill has violated DEQ regulations. The most recent failure caused sewage flow below the International Rose Test Garden, which will be celebrating its Centennial in 2017. This project is to re-line the piping to extend its life. This project would be accomplished over a 3-year period.	FY 2016-17 Adopted Budget	FY 2016-17	1,000,000		Not Started	Vacant staff positions have been filled. This project will begin in November 2017.

Parks, Recreation, and Culture	Portland Parks & Recreation	ADA Barrier Removal & Transition Plan Implement	This package addresses the highest priority ADA barriers in the Park System, which are barriers to access paths of travel – barriers that prevent people from having basic access to parks and community centers. This package includes \$100,000 to perform sidewalk repairs and maintenance, \$200,000 to address accessibility issues related to the highly-used Riverplace Esplanade, and \$200,000 to address other prioritized barriers to access in the park system, concentrating on areas that serve some of our most vulnerable community members.	FY 2016-17 Adopted Budget	FY 2016-17	250,000		Not Started	This project was started in July 2017 and is expected to be completed in FY 2018-19.
Parks, Recreation, and Culture	Portland Parks & Recreation	Parks for New Portlanders	This package is a request to continue last year's pilot program that targets the increased participation of underserved and immigrant and refugee communities in Portland by expanding culturally responsive recreation activities and increasing outreach. The program will expand on World Cup Soccer and other recreational programming offered for immigrant and refugee communities. Funding will support full-time positions engaged in outreach and programming, as well as implementing and evaluating the program expansions. These positions will also provide cultural competency training for managers on how to create more culturally responsive programs and environments.	FY 2016-17 Adopted Budget	FY 2016-17	150,000	2.00	Complete	This program was a pilot in prior year and already fully operational for the current fiscal year. Two permanent FTE have been hired.
Parks, Recreation, and Culture	Portland Parks & Recreation	Delay Hiring Seasonal Maint Workers until June	Seasonal Maintenance Workers (SMWs) typically start to be rehired in March, and their numbers and hours increase until peak summer levels in June. This package would delay SMW hiring until June.	FY 2016-17 Adopted Budget	FY 2016-17	(97,389)		Complete	This package calls for a delay in hiring Seasonal Maintenance Workers, which have not yet been hired.
Parks, Recreation, and Culture	Portland Parks & Recreation	Position Authority for New Operations & Maint	Over the years, PP&R has received CAL target adjustments for operating and maintaining new park assets that have been placed into service. These target adjustments added resources to the PP&R budget, but they did not provide budget authority to hire people to operate and maintain the new parks.	FY 2016-17 Adopted Budget	FY 2016-17	-	2.00	Complete	These positions have been created to begin maintaining parks on prior year O&M.
Parks, Recreation, and Culture	Portland Parks & Recreation	Recreation Arbitration	In May 2015, a state arbitrator issued a ruling in a long-standing dispute between labor and management regarding the role of part-time seasonal employees in providing recreation services. The arbitrator ruled that work contained in class specifications for those recreation classifications covered by the collective bargaining agreement could only be done by bargaining unit employees, levels. This package addresses funding in FY 2016-17 for two major categories of change levels. Phase 1 was implemented as of July 2015. This phase included four parts: * All Customer Service Rep II (\$1.3 million) * Pre-School Teachers (\$751,000) * Assistant Pool Managers (\$254,000) * Summer Camp Directors (\$45,000) Phase 1 created a total of 86 full-time and part-time permanent positions, and equates to 51 full-time equivalent positions. Phase 2 is to be implemented no later than October 1, 2016. An additional 50 FTE will be needed to maintain service levels, including 47 FTE bargaining unit positions and three non-represented positions. This work will represent a redesign and aggregation of work formerly done by part-time, seasonal employees to maximize the number of full-time or near full-time positions in a way that makes operational sense for service delivery in PP&R facilities and programs. It does not represent an increase in service levels.	FY 2016-17 Adopted Budget	FY 2016-17	4,385,403	101.25	Complete	This settlement has been fully implemented. More than 130 positions were converted and filled and work has been reorganized to maintain service levels under the new staffing plan.
Parks, Recreation, and Culture	Portland Parks & Recreation	Revenue - Pursue Lease & Licensing Opportunities	This package pursues business opportunities to lease space that would not impact PP&R services.	FY 2016-17 Adopted Budget	FY 2016-17			Not Started	Implementation has been delayed due to turnover in the property manager position. The position has now been filled, and identifying new ways to generate revenue from unused property is a primary goal moving into the FY 18-19 budget process.
Parks, Recreation, and Culture	Portland Parks & Recreation	Restore Summer Swims	During the most recent recession, PP&R eliminated funding for Sunday and holiday operations at several outdoor pools. This package re-opens Montavilla Pool on Sundays and expands Independence Day opening to all PP&R pools.	FY 2016-17 Adopted Budget	FY 2016-17	23,100		Complete	Montavilla was opened Sundays and all pools were opened on July 4th.
Parks, Recreation, and Culture	Portland Parks & Recreation	Ranger Expansion to Address Homelessness	The central issue facing the Park Ranger program for 2016 will be an increased demand for service east of the Willamette River. This package requests eight additional employees to the ranger program to leverage City Council's investments in helping Portland's residents who are experiencing homelessness including those camping in parks and park facilities.	FY 2016-17 Adopted Budget	FY 2016-17	150,000	2.00	In Progress	Rangers have increased patrols in response to calls for service related to camping. Rangers have partnered with social services and outreach workers and, are collectively decreasing camping issue at hot spot locations.
Parks, Recreation, and Culture	Portland Parks & Recreation	Sheriff River Patrol		FY 2016-17 Adopted Budget	FY 2016-17	98,000		In Progress	Sheriff's office provides enforcement at River place marina. Sheriff's deputies have addressed multiple violations and provided positive presence at community events.
Parks, Recreation, and Culture	Portland Parks & Recreation	Reduce Customer Service Center Staffing	This package eliminates a Customer Service Center position. If additional revenues are realized prior to July, a limited-term position will be created to mitigate the loss in staff.	FY 2016-17 Adopted Budget	FY 2016-17			Complete	The cut package was mitigated with increased revenues that have been coming in since the implementation of ActiveNet providing more reservation activity.
Parks, Recreation, and Culture	Portland Parks & Recreation	Equitable Access for Low-Income Portlanders	Demand for scholarships to enable access to recreation services has steadily climbed in recent years, nearly triple pre-recession levels. This package requests general fund support to develop PP&R's scholarship program, reach underserved communities, and meet the need to provide scholarships to youth whose families are experiencing lower incomes.	FY 2016-17 Adopted Budget	FY 2016-17	100,000	1.00	In Progress	PP&R is reallocating existing funding within the bureau to create a funded scholarship program with existing resources. This action is tied to the implementation of a revised scholarship policy and program. It is intended to ensure that scholarship funding is visible within the bureau's budget. Previously, scholarships have been funded through discounting fees and deferring revenue. This action will reduce cost center budgets and pool these funds in a trust account, setting the stage for a more comprehensive, transparent and long-term approach to meeting the needs of the community. The historic data on system wide utilization of scholarships has been analyzed in order to assess an annual dollar amount that reflects an average of the last three years of utilization.
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Capital Set-Aside - Montavilla CC Roof	The Montavilla Teen / Community Center supports over 75,000 visits per year with important youth and teen-oriented programming. There are visible leaks inside the building and paint continues to peel with water damage and evidence of water intrusion in a majority of the rooms of the building. This project intends to re-roof the building while improving roof drainage to restore building envelope integrity and prevent further asset damage. The roof is well-beyond intended service-life.	FY 2016-17 Fall BMP	FY 2016-17	-		N/A	This project was not funded and is on hold until funding can be secured.

Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Capital Set-Aside - Halprin Sequence	This package addresses the most critical repair needs at the four Halprin Sequence iconic park fountains to correct unsafe, non-compliant electrical service violations; outdated fountain equipment room ventilation; water filtration and water treatment equipment; exposed electrical conduit, wiring and rebar; and lack of functioning lighting. Degrading fountain walls and basins, failing fountain and stormwater piping, and failing electrical systems pose critical life of asset and safety concerns, and result in significant water leaks and loss. This project leverages \$200,000 in existing City funds for schematic design of renovations. Additionally, there is a \$2.15 million planned voluntary Local Improvement District (LID) investment, the first of its kind, and \$350,000 in additional anticipated private fundraising.	FY 2016-17 Fall BMP	FY 2016-17	1,500,000	In Progress	The \$2.15M Local Improvement District formation was approved by City Council on 12/21/16. The Halprin Landscape Conservancy has kicked off its private fundraising campaign for the additional funding. Work is underway on a CM/GC RFP procurement process, as well as contracting with a Design Team to take the drawings from 30% design to 100% and through permitting and construction.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Capital Set-Aside - CC Fire & Life Safety	This project seeks to replace and modernize the detection and alarm systems, upgrade security cameras, and install lockdown mechanisms at up to five community centers listed below. Project economies will be realized due to the breadth (multiple community centers) and depth (multiple systems) of the project. -Mt. Scott Community Center -Southwest Community Center -East Portland Community Center -Charles Jordan Community Center -Matt Dishman Community Center In the past three years, there have been over 75 failures, needed repairs, or identified code discrepancies from the ADA Transition Plan of the fire and smoke alarm systems at these five community centers. The enhanced security systems will also improve reliability and aid our effort to support the police in their investigation of criminal activity. These centers support millions of visits every year, have a very high occupancy which includes programs for seniors, preschools, and programs targeted to low-income or at-risk teens. Where they exist, these systems are obsolete with proprietary and at times difficult to obtain parts. Thirty code deficiencies have been documented, and this package will address the most problematic among those. When the alarm system malfunctions, staff must monitor the alarm panel rather than rely on automated alarm relay to Portland Fire & Rescue. These are among the most important life-safety systems at Community Centers.	FY 2016-17 Fall BMP	FY 2016-17	-	N/A	This package was not funded. Alarms remain at the point of failure, exposing the bureau to risk of loss from fire.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Capital Set-Aside - Boiler Replacements	This package replaces failing boilers, piping, and heat registers at Mt. Scott Community Center (MSCC), Columbia Pool, and Peninsula Park Community Center (PPCC). The MSCC and PPCC boilers have been experiencing frequent failures, causing reductions in levels of service and increasing reactive maintenance; the Columbia Pool boiler is at imminent failure. Each of these locations has only one boiler, meaning that boiler failures cause facility closures. If the \$750,000 is funded, energy rebate funds would be available to leverage up to \$86,600 in additional funding towards these repairs.	FY 2016-17 Fall BMP	FY 2016-17	-	N/A	This project was not funded and is on hold until funding can be secured.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - New Revenue Requests	This package recognizes changes in fund size due to new revenues or adjusted revenue projections. This package is highlighted by a \$1.2 million sale of the Tabor Annex property to Portland Housing Bureau.	FY 2016-17 Fall BMP	FY 2016-17	1,431,424	Complete	Implementation has been delayed due to turnover in the property manager position. The position has now been filled, and identifying new ways to generate revenue from unused property is a primary goal moving into the FY 18-19 budget process.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Summer Ranger Program	This package is to request \$100,000 for an expanded Summer Ranger program to address an increased safety need for Park Ranger presence in PP&R parks and the Springwater Corridor throughout the summer season. This package included \$80,000 to fund expanded	FY 2015-16 Fall BMP	FY 2015-16	100,000	Complete	Completed Summer of 2015	
Parks, Recreation, and Culture	Portland Parks & Recreation	Spring - Expanded Ranger coverage for Summer	Spring and Summer are the busiest times in PP&R's security portfolio. Parks become more utilized and programmed including with playground activities, concerts, leagues, and many other fun events. To keep our parks safe and to provide better presence in No	FY 2015-16 Spring BMP	FY 2015-16	100,000	In Progress	Funding runs out 9/1/16	
Parks, Recreation, and Culture	Portland Parks & Recreation	Spring - Saturday Youth Basketball	This package covers increased costs associated with Portland Public Schools (PPS) custodial costs incurred when the PP&R Youth Basketball Program uses PPS school gyms on Saturdays. PPS can no longer cover custodial overtime costs associated with PP&R's Sat	FY 2015-16 Spring BMP	FY 2015-16	-	Complete	Invoices paid in July of 2016	
Parks, Recreation, and Culture	Portland Parks & Recreation	Renew Forest Park	As Portland's largest natural area, the ecological health of, recreation opportunities within, and public accessibility to Forest Park are critical to our vibrant city. With a holistic look at ecology, recreation and access, there is a unique opportunity	FY 2015-16 Adopted Budget	FY 2015-16	172,500	-	Not Started	Limited Term position in process of being classified
Parks, Recreation, and Culture	Portland Parks & Recreation	Willamette Boat Ramp Dredging	The Willamette Park boat ramp requires periodic dredging to ensure it is safe for the estimated 22,000 boaters who use it each year. PP&R has obtained a repair and multi-use dredging permit for an initial dredge, a 5-year dredge, and a 10-year maintenanc	FY 2015-16 Adopted Budget	FY 2015-16	239,000	In Progress	Project has construction contract, dredging begins mid-September and is expected to be done by mid-October.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Symphony in the Park		FY 2015-16 Adopted Budget	FY 2015-16	190,000	Complete	\$190,000 invoice paid in April of 2016	
Parks, Recreation, and Culture	Portland Parks & Recreation	FY 2014-15 Carryover: Offroad Cycling Plan		FY 2015-16 Adopted Budget	FY 2015-16	50,000	In Progress	This project is being led by BPS, with PP&R staff participation. Expected to finish up in late Spring of 2017.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Restore Fountain Maintenance 1-Time Bridge Funds	This package requests one-time funding for day-to-day maintenance of the 19 decorative and interactive Water Bureau fountains that were reduced from the budget in order to restore core Parks programs that had previously been funded with Levy contingency b	FY 2015-16 Adopted Budget	FY 2015-16	567,669	4.00	Complete	Complete. Fountain funding restored on an ongoing basis
Parks, Recreation, and Culture	Portland Parks & Recreation	Westmoreland Park Sokavone Stadium Lighting	Sokavone Stadium's lighting has been decommissioned due to safety concerns about the dangerous working conditions in the electrical room and the existing lighting reaching the end of its useful life. As a result, the stadium has a reduced level of servic	FY 2015-16 Adopted Budget	FY 2015-16	828,000	In Progress	This project is 85% complete. PGE to install transformer, then testing and netting and staff training will be the final steps.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Chinese Garden Lake Zither Pond	The 9,000-square foot pond, Lake Zither, is leaking and requires replacement of the pond liner. Lake Zither is the central focus of the garden, with other elements built around it. Despite attempts at patching, the existing liner continues to leak, and	FY 2015-16 Adopted Budget	FY 2015-16	668,000	Complete	Project was completed in February of 2016.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Gateway Green Match Funding	In July 2014, Friends of Gateway Green was awarded \$1 million by the Metro NIN Capital grant program, contingent on raising \$2 million in matching funds by the end of December 2015. The Friends group is submitting grant applications to numerous foundation	FY 2015-16 Adopted Budget	FY 2015-16	250,000	Complete	Funding spent effective June 2016. SDC's have been allocated to continue development of site access of the property moving forward.	
Parks, Recreation, and Culture	Portland Parks & Recreation	Parks for New Portlanders Pilot	This pilot program will increase capacity services to new Portlanders within East Portland. The Parks for New Portlanders Program will expand on Mobile Playgrounds and World Cup Soccer service delivery models that engage underserved newcomer families and	FY 2015-16 Adopted Budget	FY 2015-16	250,000	2.00	Complete	Pilot program complete and successful. Due to success, Council converted the new pilot program into an ongoing program effective FY 2016-17.

Parks, Recreation, and Culture	Portland Parks & Recreation	Seasonal Park Ranger Conversion to FTE	PP&R's Ranger Program hires seasonal staff periodically throughout the year in order to meet a minimum seasonal staffing level of approximately 240 hours weekly (12,500 hours annually), providing full-time rangers with a partner to help ensure officer saf	FY 2015-16 Adopted Budget	FY 2015-16	84,552	6.00	Complete	Converted seasonal Ranger positions into six full-time positions.
Parks, Recreation, and Culture	Portland Parks & Recreation	Charles Jordan Community Center Roof	The gym roof is leaking, impacting programming and causing a safety issue that impacts usage. PP&R maintenance staff have repeatedly tried to stop the leaking by caulking and patching the roof, without lasting effectiveness and resulting in higher operati	FY 2015-16 Adopted Budget	FY 2015-16	603,000		Complete	Project was completed in September of 2015
Parks, Recreation, and Culture	Portland Parks & Recreation	IGA for Patrol Services at Riverplace Marina	Funding to continue IGA with Sheriff's Office for patrol services at Riverplace Marina.	FY 2015-16 Adopted Budget	FY 2015-16	98,000		Complete	Completed IGA for FY 15/16 for Multnomah County River Patrol to provide patrol services on the Riverplace Marina boat dock.
Parks, Recreation, and Culture	Portland Parks & Recreation	Mount Scott Community Center HVAC	Replace and add to Mt. Scott Community Center's Heating, Ventilation, and Air Conditioning (HVAC) system. At 39-54 years, existing equipment is more than double the recommended life-cycle replacement timeframe (15-20 years). Equipment is experiencing fr	FY 2015-16 Adopted Budget	FY 2015-16	818,000		In Progress	In 100% bid document phase with Ordinance for Procurement to do solicitation going before Council on 9/21/16. Anticipate bid closure on 9/22/16.
Parks, Recreation, and Culture	Portland Parks & Recreation	Programs for Youth		FY 2015-16 Adopted Budget	FY 2015-16	1,525,000	5.00	Complete	Created and implemented Teen Program and has been built into ongoing programming.
Parks, Recreation, and Culture	Portland Parks & Recreation	FY 2014-15 Carryover: East Portland Master Plans	Added after the bureau's requested budget.	FY 2015-16 Adopted Budget	FY 2015-16	300,000		In Progress	These master plans were determined to be Mill Park, Midland Park and SE 150th and Division. They are currently under development and are expected to finish in late Spring of 2017.
Parks, Recreation, and Culture	Portland Parks & Recreation	Eliminate seasonal conversion positions		FY 2015-16 Adopted Budget	FY 2015-16	(526,020)	(10.00)	Complete	This was incorporated into the Recreation Arbitration package that happened in FY 2016-17
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Springwater Trail Rangers/Campsite Clean-up	One of the central issues facing the City is lack of shelter for our homeless neighbors. As such, the city has seen a significant increase in people camping along the Springwater trail and east Portland parks. Furthermore, the Mayor's efforts to ban camping enforcement on the trail and complete the comprehensive camp clean-up along the trail have illustrated the need for more Park Ranger patrols at the site and nearby locations on a daily basis. It will be critical to anticipate and mitigate the impacts on other east Portland properties before large campsites form and create negative impacts on neighborhood livability and the natural habitat. The success of the Springwater cleanup will require increased and ongoing Park Ranger presence along the Springwater to ensure that campers do not return and in other east Portland park properties that campers may move to. Additional Park Rangers are necessary to ensure the success of the post-cleanup security plan. This package includes a total of four Rangers for the remainder of the fiscal year, along with \$55,000 in campsite cleanup funding. This package is offset by current year vacancy savings. * Note - this doesn't include any other possible clean-up sites, such as Gateway Green.	FY 2016-17 Fall BMP	FY 2016-17	241,483		In Progress	Rangers patrol SWT daily. Camping incidents have decreased by 90% from last summer. Ongoing patrols are necessary to keep SWT camping free.
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - FEMA 25% Match for December Storm	The President of the United States of America declared that a major disaster exists in the State of Oregon, based on damage resulting from Straight Line Winds, Flooding, Landslides, and Mudslides, as a result of the Severe Winter Storms that happened December 6th - 23rd, 2015. Federal funding will be provided by the Federal Emergency Management Agency and is administered by Oregon Emergency Management (OEM) under the authority of Presidential Major Disaster Declaration FEMA 4258-DR-OR (FEMA Declaration). OEM will reimburse the City of Portland for eligible costs and activities necessary for the repair and restoration of public facilities damaged within the City of Portland, during the period December 6th - 23rd, 2015. FEMA has agreed to contribute 75% of eligible project costs for any eligible project identified. The City is responsible for providing the required 25% match for any eligible project costs identified. This package requests General Fund one-time funds to fund the 25% match for PP&R identified projects approved by FEMA. The match includes roughly \$1 million towards a number of failed culverts in Forest Park, \$430k in match going towards landslides and undermined roadways, \$127k in match of washed-out trails, and \$50k in other damaged infrastructure.	FY 2016-17 Fall BMP	FY 2016-17	-		In Progress	Repairs related to the December 2015 flooding are underway. Some delays have occurred due to the severe winter storms in January 2017.
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Encumbrance Carryover	PP&R recognizes encumbrances for one-time purchases that were over \$5,000 in value and encumbered in the prior year, but not received or accrued in the prior year, limited to the General Fund underspending by PP&R in the prior year. In FY 2015/16, PP&R was underspent by \$451,811, and contained \$489,479 in eligible encumbrances. Thus, this request is for the lesser of the two amounts of \$451,811 in General Fund underspending.	FY 2016-17 Fall BMP	FY 2016-17	451,811		Complete	These funds were carried into the current year and used to pay for contract payments that were encumbered in prior year.

Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Stage 1: Health, Safety & Environment	<p>In response to community concerns this past summer, PP&R embarked on an evaluation and some limited implementation of a portion of needed Health, Safety, and Environmental (HSE) projects, specifically related to Lead Hazard Reduction.</p> <p>Much work remains including: definition of a comprehensive and proactive strategic approach targeted to all of PP&R's greatest HSE risks; remediation or permanent mitigation of issues understood thus far; and project administration of Lead Hazard Reduction projects during transition to an ongoing program (thus allowing staff to reorient from the Lead Hazard Reduction Project back to their core work).</p> <p>This package is responsive to community concerns while setting the stage for implementation of an HSE program suitable for PP&R's unique asset portfolio, inherent risks, and operating context and includes:</p> <ul style="list-style-type: none"> - Remediation to reduce lead content in drinking water sources at Multnomah Arts Center. - HSE Consultant for sampling testing & remediation recommendation for priority 1 & 2 water and playground equipment. - Development of PP&R HSE program - Abatement of lead paint at various PP&R assets - Arc flash electrical hazard analysis at Children's Museum & Matt Dishman CC. 	FY 2016-17 Fall BMP	FY 2016-17	200,000		In Progress	<p>Work on this package is underway, status updates for individual sub-projects are as follows:</p> <ul style="list-style-type: none"> • Playground Lead Paint testing is complete • Community Garden soil contaminant primary testing is complete • MAC lead-in-water near-term fixture remediation and verification testing is complete • Mt. Scott Radon mitigation and verification testing is complete • PCM asbestos testing is in-progress • Additional consulting services on air quality, safe work practices, synthetic turf, and other topics have been provided • It is anticipated balance will be completely expended upon completion of Asbestos Management Plan at PCM
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Position Changes	<p>This package converts six limited-term positions and adds four positions which have been funded since the Adopted Budget. They are a mix of positions that were newly created due to the expansion of the capital program, clean-up of prior year positions that were funded but P-4's not completed by the budget deadline, or positions funded through FY 2016/17 Operations & Maintenance funding that included funding but not position authority. They include conversions of positions 40024852, 40025797, 40025960, 40025961, 40026134 and 40026183. And the creation of (1) Capital Project Manager III, (1) Rec. Coordinator I, (1) Community Outreach and Information Representative, and (1) Horticulturist.</p>	FY 2016-17 Fall BMP	FY 2016-17	-	2.00	Complete	All positions were converted.
Parks, Recreation, and Culture	Portland Parks & Recreation	Fall - Capital Set-Aside - SWCC Natatorium Roof	<p>The Southwest Community Center supports over 300,000 visits a year and largely supports its own daily operation with \$2M in revenue. This high-use, high-visibility facility was also selected for additional rooftop solar panels in the Mayor's Solar Initiative. Programming includes pre-school programming, programming for teens as well as for honored citizens and nearby low-income housing. The roof in the natatorium leaks and has been patched in the past, but has continued to deteriorate causing dry rot and damage. In its current state, facility closure and emergency repair become highly likely within the next two years, as does more extensive damage. Worst case scenario includes more extensive wood, membrane, and facility damage, resulting in prolonged closure of the pool or center. This project proposes to accomplish the necessary roof and structure repairs to assure reliable integrity in rain and storm events. Removal of a portion of the metal roof is necessary to accomplish complete repairs. A portion of the known damage is on the same section of the roof where the Mayor's solar project is planned. This project is necessary before that solar installation can proceed.</p>	FY 2016-17 Fall BMP	FY 2016-17	1,300,000		Not Started	This project is on hold until assigned to a Project Manager.
Parks, Recreation, and Culture	Portland Parks & Recreation	Spring - GF 1-Time Program Carryover	<p>This package is to carry over three General Fund one-time packages within the current year's budget that won't be fully utilized in the current fiscal year. The programs and carryover amounts are:</p> <ul style="list-style-type: none"> -Master plans for new parks in East Portland - \$80,000 -Offroad cycling plan - \$45,000 -Equitable Access for Low Income Portlanders Program Design - \$85,000 	FY 2016-17 Spring BMP	FY 2016-17	(210,000)			
Parks, Recreation, and Culture	Portland Parks & Recreation	Spring - Revenue Adjustments	<p>This package recognizes changes in fund size due to new revenues or adjusted revenue projections. This package primarily consists of an increased projection in System Development Charges (SDC) revenues and changes the Bond Project revenue sources from Bond Sales to Beginning Fund Balance.</p>	FY 2016-17 Spring BMP	FY 2016-17	26,240,163			
Parks, Recreation, and Culture	Portland Parks & Recreation	Spring - Non-GF Carryover	<p>Non-General Fund carryover adjustments to contingency:</p> <ul style="list-style-type: none"> SDC Development & Acquisitions\$17,496,965 Building Roofs and Energy Systems\$4,779,000 Play Areas, Fountains, & Sports Facilities\$1,975,000 Sewer & Irrigation\$1,130,000 Forest Park Infrastructure\$399,000 Natural Areas & Bridges\$366,000 Willamette Park DOLA & Pathways\$189,000 Grants\$1,222,657 Grand Total\$27,557,622 	FY 2016-17 Spring BMP	FY 2016-17	(1,222,657)			
Parks, Recreation, and Culture	Portland Parks & Recreation	Health Safety and Environment Amendment		FY 2016-17 Spring BMP	FY 2016-17	300,000			
Parks, Recreation, and Culture	Portland Parks & Recreation	Spring - Golf Reductions	<p>While declines in rounds of golf and corresponding revenues have been taking place for several years now, until recently the golf program has managed to maintain a positive cash flow and fund balance. Steadily rising operational expenses combined with weather patterns that have not been conducive to customer activity have combined in a "perfect storm" resulting in impacts with regard to the short-term viability of the Golf Fund. Specifically, the poor weather conditions of this past summer creates the risk of being in the red at the end of this fiscal year. In order to ensure a recovery, it is paramount that some level of remedial action be taken immediately to ensure the stability of the Golf Fund.</p> <p>This package provides budget authority to eliminate five Greenskeeper positions and will be phased-in as pending retirements are planned between now and June 30th, 2017.</p>	FY 2016-17 Spring BMP	FY 2016-17	(60,120)	(5.00)		

Capital Program Status Report

Parks

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 %
Acquisitions	\$2,225,000	\$5,009,021	(\$7,122)	(\$5,016,143)	(100%)	\$8,480,000	\$8,480,000	\$474,678	\$0	0%
Buildings & Pools	\$8,869,715	\$10,051,221	\$5,300,299	(\$4,750,922)	(47%)	\$12,504,962	\$46,376,962	\$241,675	\$33,872,000	271%
Developed Parks	\$22,203,030	\$30,762,400	\$18,913,818	(\$11,848,582)	(39%)	\$18,400,584	\$37,050,584	(\$418,044)	\$18,650,000	101%
Golf	\$15,000	\$15,000	\$0	(\$15,000)	(100%)	\$0	\$335,000	\$0	\$335,000	
Green Infrastructure	\$671,458	\$555,574	\$414,103	(\$141,471)	(25%)	\$501,576	\$526,576	\$31,295	\$25,000	5%
Park Amenities & Trails	\$0	\$603,389	\$323,538	(\$279,851)	(46%)	\$1,490,942	\$2,790,942	\$29,828	\$1,300,000	87%
Recreation Features	\$3,122,175	\$1,621,238	\$2,526,610	\$905,372	56%	\$11,416,872	\$12,046,872	\$313,871	\$630,000	6%
Utilities, Roads & Trails	\$7,776,916	\$11,989,771	\$6,126,597	(\$5,863,174)	(49%)	\$7,361,872	\$9,770,672	\$184,265	\$2,408,800	33%
Total	\$44,883,294	\$60,607,614	\$33,597,842	(\$27,009,772)	(45%)	\$60,156,808	\$117,377,608	\$857,567	\$57,220,800	95%

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

** Current Year variances compare Revised Budget to Adopted Budget

Prior Year Variance Description

Acquisitions 100% - This budget primarily provides funding authority to acquire central and non-central city park properties; no opportunities were available in FY 2016-17.

Buildings & Pools 47% - This budget provides funding for the most urgent major maintenance needs such as failing roofs and maintenance facilities. These projects will move forward into FY 2017-18.

Developed Parks 39% - Park development progressed rapidly toward the end of the fiscal year, approaching the adopted budget. The revised budget increases covered planned future spending, primarily for work at Luuwit View, Gateway Discovery, Thomas Cully, and Spring Garden parks.

Golf 100% - The Golf Program did not pursue the small capital project budgeted for FY 2016-17.

Green Infrastructure 25% – The largest project driving this under-expenditure is the Forest Park culvert repair project, which is scheduled to begin in Fall 2017.

Park Amenities & Trails 46% - The largest project driving this under-expenditure is the Lents Park Street Improvement project which was funded late in FY 2017 and is continuing into FY 2017-18.

Recreation Features -56% - Spring budget adjustments did not account for accelerated spending on several projects in the late spring, causing this category to be overspent.

Utilities, Roads and Trails 49% - Large projects driving this under-expenditure are the Forest Park Entrance, Washington Park Sewer Pipe Relining, and Whitaker Ponds Entry and Access Improvements. These are all continuing in FY 2017-18.

Capital Program Status Report

Current Year Variance Description

Acquisitions 0% - No change.

Buildings & Pools 271% - Budget increases in the Fall BMP are related to several large major maintenance requests for Capital Set Aside funding, as well as new revenues and expenditures related to the 2nd issuance of the 2014 Replacement Bond.

Developed Parks 101% - See Buildings & Pools comment.

Golf - this change reflects a budget increase to include a loan from the SDC Fund to the Golf Fund, which was originally approved in FY 2016 but held until the Colwood project was near completion.

Green Infrastructure 5% – Minimal change.

Park Amenities & Trails 87% - See Buildings & Pools comment.

Recreation Features 6% - Minimal change.

Utilities, Roads and Trails 33% - See Buildings & Pools comment.

PO #	Vendor No.	Vendor Name	Contract No.	Line Item Text	Cost Object Type	Cost Object No.	Fund No.	Bus Area	Commitment Item No.	Remaining Encumbrance	Svcs Recd Thru Date	Accrual JE Number	Accrual Actual Invoice	Accrual Estimated Amount	Advance Accrual Actual Invoice	Advance Accrual Estimated Amount	Encumbrance Carryover Request
20006373	108258	Swank Motion Pi		Movies 2016 - Copyrights	O	9PKPR0018023	100000	PK00	529000	15,470.00							
20006552	110390	Broadcast Music		License To Play Music Thru Fy 19/20	O	9PKWC0087040	100000	PK00	529000	15,300.00							
20007032	118808	Kennedy School		Catering At Recreation Reset Training	C	PKPR000041	100000	PK00	539100	7,050.00							7,050
20007126	115304	G2 Consultants ll		Emergency Abatement Services	C	PKAM000002	100000	PK00	522600	6,532.35							
20007182	108258	Swank Motion Pi		Movie Licenses - 2017	C	PKPR000011	100000	PK00	529000	15,940.00							15,940
22170444	111504	Pacific Patrol Sei	31000335	Sec Svc @ Director Pk 06/30/16-06/30/17	C	9PKPR0019040	100000	PK00	524000	7,146.44	6/30/2017	2200006532	3,549.30				3,597
22171777	117098	Sheila Klest		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	100000	PK00	532000	5,000.00							
22172753	105559	Rich & Rhine		Rich And Rhine- Columbia	C	PKPR000026	100000	PK00	539000	5,000.00							5,000
22174693	114595	Matheus Lumber	31000382	Plywood And Sign Stock General Order	C	PKPR000039	100000	PK00	533000	8,000.00							
22186709	116595	Place Studio Llc	30005034	Wash Park Master Plan Update	C	9PKSB0050197	100000	PK00	521000	33,292.76	6/30/2017	2200006532	33,292.76				
22186709	116595	Place Studio Llc	30005034	Addtl Work On Wa Pk Master Plan	C	9PKSB0050197	100000	PK00	521000	86,045.00	6/30/2017	2200006532	7,043.18				79,002
22192323	101330	Portland State Ur	30005264	Psu Survey Research Lab	C	9PKSB0044040	100000	PK00	521000	105,306.20	6/30/2017	2200006532		25,000.00			80,306
22194650	108348	Washington Audi	30004693	Employess Hearing Test	O	9PKWC0083020	100000	PK00	521000	7,761.65							
22195411	116726	Mayer Reed Inc	30005265	150th & Division Master Plan	C	PKSB000004	100000	PK00	521000	5,861.25							5,861
22196071	102952	Portland Busines	31000572	Portland Loo Services - Fy 16-17	C	9PKPR0019040	100000	PK00	524000	5,953.89	6/30/2017	2200006532	6,186.01				
22196074	101681	Greenworks Pc	30005214	Mill/midland Parks Master Plan	C	9PKSB0051090	100000	PK00	521000	32,127.61	6/30/2017	2200006532		5,920.00			26,208
22196264	108197	Scholls Valley Ne		Nursery Stock For Mt. Tabor Nursery	O	9PKCN0011090	100000	PK00	532000	5,000.00							
22196276	100299	Reap Inc	30005367	Reap, Inc. At-risk Youth '17	C	PKPR000045	100000	PK00	529000	12,500.00							12,500
22197033	101989	Latino Network	30005364	Latino Network At-risk Youth '17	C	9PKWC0065051	100000	PK00	529000	12,500.00	6/30/2017				12,500.00		
22197558	104700	Leach Botanical	C53068	Fy 16/17 Pass Thru Funds Leach	C	9PKSB0049055	100000	PK00	529800	31,234.00	6/30/2017	2200006532	31,234.00				
22199074	111504	Pacific Patrol Sei	31000335	Pacific Patrol Servics To 06/30/2017	C	9PKWC0080025	100000	PK00	529000	96,320.97	6/30/2017	2200006532	15,566.34				80,755
22205062	101475	Relay Resources	31000954	Jan-june 2017 Downtown Rr Cleaning	C	9PKPR0019040	100000	PK00	524000	17,097.02	6/30/2017	2200006532	8,500.00				8,597
22206214	103930	Hochstein Nursei		Mt Tabor Nursery Stock	C	PKCN000009	100000	PK00	532000	5,000.00							
22207166	114595	Matheus Lumber	31000382	Plywood Order	C	PKPR000039	100000	PK00	533000	5,000.00							5,000
22207721	116680	Interlocked Filtra	31000969	Accu Tab Pellets For Pools	C	PKPR000025	100000	PK00	532000	32,550.00							32,550
22210045	101276	David Evans And	31000810	Admin/training	C	PKPR000037	100000	PK00	521000	5,635.82							5,636
22210160	100697	Merryman Barne:	30004550	Fulton Cc Classroom Repairs	C	PKPR000037	100000	PK00	521000	6,550.00							6,550
22210612	100995	Resolutions Nortl	30005682	To1 Dialogue Sessions Smt Dec Fest	C	PKDI000007	100000	PK00	521000	25,000.00							25,000
22210722	115304	G2 Consultants ll	30005379	G2 Hazmat Testing (city Contract)	C	PKAM000002	100000	PK00	521000	6,179.23							6,179
22211147	100692	Wilkins Trucking	31000907	Rock And Dump Fees	C	PKPR000038	100000	PK00	532000	11,170.36							11,170
22211978	118870	Three Diamond C	31000984	Walker Stadium Dugout Project	W	P20483.CON-EXT	100000	PK00	563300	58,725.00							58,725
22212681	111073	Gabriel Weiss		Masonry Repairs Taking Place At The Peni	C	9PKPR0031050	100000	PK00	524000	5,950.00	6/30/2017	2200006532		5,950.00			
22213180	115304	G2 Consultants ll	30005700	G2 Hazmat Testing (pp&r Contract)	C	PKAM000002	100000	PK00	521000	50,000.00							50,000
22213326	104812	Clear Water Grov		Nursery Stock / Mt Tabor Nursery / 2017	C	PKCN000009	100000	PK00	532000	5,000.00							
22213333	104812	Clear Water Grov		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	100000	PK00	532000	8,240.00							
22213793	106632	Madden Industriz	31000876	Loo Improvements	C	9PKSB0049115	100000	PK00	533300	48,073.00	6/30/2017	2200006532	48,555.00				
22213882	108380	Yoshitomi Brothe		Nursery Stock, Mt Tabor Nursery	C	PKCN000009	100000	PK00	532000	8,621.33							8,621
22214422	106010	Mallory Safety Ar	31000378	Altair Gas Detectors And Accessories	C	PKPR000005	100000	PK00	533000	6,597.56							6,598
22214807	100226	Wilbur-ellis Comy	31000491	Arbotect Fungicide	C	9PKCN0008100	100000	PK00	532200	33,368.08	6/30/2017	2200006532	33,368.08				
22214927	104256	Security Signs		Halyard Flag Pole - Supply And Install	W	P20414.CON-EXT	100000	PK00	529100	9,200.00							9,200
22215049	114631	Weston Investme	30005619	Mult Bldg Lease Pymnts 7/17 - 10/17	C	PKDI000002	100000	PK00	548000	12,596.26							12,596
22210954	119004	VGS Logistics Inc		Furniture	C	9PKWC0083020	100000	PK00	532000	2,150.00	6/30/2017	2200006532	5,400.00				
22194990	104736	Pioneer Courtho	30000073	FY 16/17 Funding Pioneer Courthouse Sq	C	9PKSB0049054	100000	PK00	529800	185,100.50	6/30/2017					185,100.50	

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