

Bureau of Environmental Services
Fall BMP FY 2017-18 - PRELIMINARY
DRAFT as of August 31, 2017

	Expense	Revenue	Total
Contingency:			
New Requests	\$1,531,441	\$7,000	\$1,524,441
New Vehicles	\$175,000		\$175,000
Staffing Changes:			
FTE Conversion #1	\$112,000		\$112,000
FTE Conversion #2	\$112,000		\$112,000
New FTE	\$112,000		\$112,000
Restored FTE	\$126,000		\$126,000
Other Personal Services Adj.	\$13,181		\$13,181
Total Staffing Changes	\$475,181	\$0	\$475,181
Base Budget Error	\$146,400		\$146,400
Total Contingency	\$2,328,022	\$7,000	\$2,321,022 *
Carryover Requests:			
Vehicles	\$3,254,669	\$0	\$3,254,669
Other	\$647,158		\$647,158
Total Carryover	\$3,901,827	\$0	\$3,901,827
Offsets:			
Operating Program Adjustments	(\$4,000)		(\$4,000)
Internal Budget Adjustments	\$0		\$0
CIP:	TBD	TBD	TBD
Other - Fund Level**	\$15,307,637	\$15,307,637	\$0
Total Offsets	\$15,303,637	\$15,307,637	(\$4,000)
Grants	\$21,150	\$21,150	\$0
TOTAL	\$21,554,636	\$15,335,787	\$6,218,849

* Amount reflects \$1.7 million of one-time and \$630K in ongoing.

** Includes Terminal 1 sale and corresponding deposit to Construction Fund, recognition of additional SDC revenues, and true-up of Rate Stabilization beginning fund balance.

Bureau of Environmental Services Fall BMP Line Item Detail

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
Contingency				
New Requests:				
One-Time	\$20,000		Data server	Replaces an existing server previously scheduled for replacement in FY 2018-19 and included in the prior 5-year financial plan. Costs are for server/licensing. Schedule is being bumped earlier to FY 2017-18 due to timing of the Citywide Data Center move. Total costs are \$55K, of which \$35K is already budgeted in FY 2017-18.
One-Time	\$11,567		Data processing: Heron/e-builder	Additional costs to align BES contract payment dates with the PBOT contract start date. Does not increase the amount being paid, but merely aligns the payment date to coincide with PBOT. As a result a small additional payment will be made this FY and less in FY 2018-19.
Ongoing	(\$56,746)		PBOT IA Reduction for parking	This reduction to the PBOT IA will partially off-set expenses for parking closer to temporary location during Portland Building reconstruction.
Ongoing	\$64,800		BES vehicle parking	Parking spaces for 30 vehicles at \$240/mo. for 10 months (City Center Parking) = \$72K. \$7,200 budgeted in PBOT IA; remainder to be budgeted as misc. svcs. Costs are on-going during 400 Bldg. occupancy during Portland Building reconstruction. Parking costs upon completion of Portland Building reconstruction are not currently known.
Ongoing	\$2,500		BES space rent for bike parking	Storage room/ bike parking at 400 Bldg. during Portland Building reconstruction. Costs are split with PWB 50/50. Costs to BES are \$250/mo. X 10 mo. = \$2,500. Costs are on-going during 400 Bldg. occupancy
One-Time	\$10,000		Pioneer Tower retrofit	Space outfitting for occupancy in Pioneer Tower by Systems Development Group to accommodate space limitations driven by Portland Building reconstruction and temporary move.
One-Time	\$156,320		Additional move costs	Additional move costs not anticipated for replacement and addition of workstations at 400 SW 6th Avenue per IA agreement entered into between BES and OMF executed on April 20, 2017.
One-Time		\$7,000	SW Corridor Transit Project	BES Engineering staff to do planning work in support of developing a draft environmental impact statement for PBOT's SW Corridor Transit Project.
One-Time	\$50,000		Consulting- CIP-PREP	To cover contract work by Delaris to complete CIP-PREP project during FY 2017-18. The Bureau used existing resources to pay for the initial contract that began in FY 2016-17. This requested increase covers the remaining scope of the project.
One-Time	\$25,000		Increase Operating Supplies- Chairs	Increase to cover total of 41 new chairs (replacements + net new) @\$1,000 each. Amount net after reduction to existing expenditures for office supplies by \$15K.
Ongoing	(\$200,000)		updated forecast	Reduced Private Property Retrofit Program work in the Combined system area
One-Time	\$30,000		Revegetation work in expanded N2R program area	Neighborhood to the River (N2R) implements collection system projects, in support of capital projects, that provide both watershed health and sewer system improvements through innovation, collaboration and integration of efforts in the right-of-way and on private property. This request is for funding for vegetation and tree planting efforts within the N2R program. The primary goal of this work is to improve vegetation conditions within N2R basins to increase interception and absorption of stormwater, thereby reducing stormwater input to pipes in the combined sewer or stormwater system. Secondary goals include habitat enhancement, increased biodiversity, carbon sequestering, traffic calming, and livability. To meet these goals, N2R focuses on 1) enhancing the composition of vegetation communities through native and pollinator plant establishment and 2) increasing tree canopy in areas of known system need. The N2R Program is working in three project areas: Expanded Alder, Columbia Corridor, and Boise-Eliot.
One-Time	\$25,000		Tree planting in expanded N2R program area	See Description above

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
One-Time	\$300,000		Mitigation design	Funding request for design of Eastbank Crescent
One-Time	\$225,000		Mitigation design	Funding request for acquisition costs for Eastbank Crescent
One-Time	\$100,000		Mitigation design	Lower Willamette River mitigation banking market analysis
Ongoing	\$300,000		RCNG Fueling Station Contract	This Fueling Station project - a component of the larger RCNG/biogas efforts at CBWTP - was previously included in the CIP. As the Fueling Station construction and operating agreement has been developed, it has become apparent that this project component is not capitalizable and is therefore being moved from the CIP to the operating budget. This will remain an ongoing annual expense until the term of the contract (10 years) is completed.
One-Time	\$122,000		Condition Assessment - CBWTP Digester Gas Piping	Based on additional safety, good-neighbor, and air-quality permit analyses and best practices assessment, additional work is required to properly capture and flare methane gas produced in the digesters during the outage for this work. This requires additional scope to be added to the contract to install temporary piping with supports from each digester to a mobile flare set up to safely discharge the gas into the atmosphere as well as system operational changes. It is estimated that this will add approximately \$122,000 in order to complete the Digester Gas Piping Condition Assessment. Without doing this additional work the condition assessment can not be completed.
One-Time	\$108,000		Variable Frequency Drive Controls Replacement - Swan Island CSO PS	\$50,000 one-time funding was approved in FY 2017-18 for replacement of the capacitors for the two dry weather pumps at SICSO PS. Based on additional detailed assessment, it was discovered that the variable frequency drives controls are obsolete and they need to also be upgraded to improve reliability, spare parts availability, and diagnostics/troubleshooting. These are critical pumps to our CSO system and are required to effectively control overflows to the Willamette River to meet our ASFO permit requirements.
One-Time	\$58,000		Pump Station Vehicle Replacements	We currently have \$1,030,000 in the FY 2017-18 Adopted Budget for capital equipment. \$300,000 (\$150k each) of this is for two pump station vehicle replacements. \$542,000 of the total budget is not specified for particular vehicles (due to an inadvertant error in the FY 2017-18 Adopted Budget). This request assigns that funding, plus an additional \$58,000, toward replacement of four more pump station vehicles totaling \$600,000. These are some of WG's most critical vehicles and extensive downtime has been a major issue. Moving the replacement date for these four vehicles up from FY 2018-19 to this FY 2017-18 will more quickly address the reliability (downtime) issue since it takes approximately 18 months to receive a vehicle of this type. It will also allow for administrative efficiencies because one specification development and purchase order can cover all six vehicles at once. Additionally, CityFleet has recently informed us that buying multiple vehicles at one time may lead to cost savings by reducing unit cost for each vehicle. All six vehicles will be standardized, which will be beneficial for O&M staff using the vehicles and for CityFleet who maintains the vehicles.
One-Time	\$30,000		Bird Strike Mitigation - Columbia Building	This is to purchase and install window film on the CBWTP Columbia Building to mitigate bird strikes. Research began approximately 3 years ago and a study was conducted to gather data and identify the lowest-cost and best-outcome solution. This increase will fund application of the specifically identified solution.
One-Time	\$50,000		Move Organizational Development Contract to DO	This request will fund a consultant to provide facilitation and organizational development services to support change within the Engineering Services Group.
One-Time	\$100,000		CIP-PREP Phase II Implementation Planning Consultant	As Phase I of the Bureauwide CIP-PREP concludes, it is apparent that specialized professional assistance will be critical to ensuring successful implementation of potential Phase II recommendations. Phase II recommendations will be developed by January 2018. This Fall BMP request will allow the Bureau to secure a consultant contract that avoids detrimental delays in implementation of Phase II initiatives.
Total	\$1,531,441	\$7,000		

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
New Vehicles:				
One-Time	\$70,000		2 new vehicles- Inspection	2 new construction inspector positions were approved in the FY 2017-18 budget. It was an oversight that new vehicles needed by these positions were not requested at the same time. Both new positions have been filled. When other vacancies in Inspection are filled this fall, there will be a shortage of vehicles for inspectors.
One-Time	\$70,000		2 new vehicles- Construction Management	In the past two years, 3 new construction technician positions have been approved in the budget and are now filled. The net effect of these 3 new positions plus the changing nature of work for some existing techs and construction managers (more trips to the field) is that existing vehicles are over-subscribed. This will become a more urgent need when current CM and Supervising Engineer vacancies in Construction are filled.
One-Time	\$35,000		1 new vehicle- Light Truck-Materials Testing Lab	1 new Materials Technician II position was approved in the FY 2016-17 budget and hired. It was an oversight that a vehicle needed by this position was not requested in the regular budget cycle. The MTL is currently leasing a truck to fill the urgent need for a vehicle.
Total	\$175,000	\$0		

Staffing Changes

One-Time	\$40,000		recruitment support services	1-2 year limited duration either part-time employee or contracted services to support expanded recruitment efforts to enhance both the volume and diversity of potential candidates for targeted Bureau positions during the remainder of FY 2017-18. The Bureau is currently developing a formal Recruitment Plan which will identify strategies and potential resources for FY 2018-19 and beyond.
One-Time	\$60,000		head hunter support services	1-2 year limited duration (likely professional services). to support expanded recruitment efforts to enhance both the volume and diversity of potential candidates for targeted Bureau positions. The Bureau is currently developing a formal Recruitment Plan which will identify strategies and potential resources for FY 2018-19 and beyond.
Ongoing	\$126,000		Sr. Business Systems Analyst	A Principal Business Systems Analyst position was included in the FY 2016-17 Adopted Budget to implement a bureau-wide data management strategy, however, a position number was never assigned pending discussions with BHR. It has since been determined by BHR that the position should be classified as a Senior Business Systems Analyst. A position number has now been assigned under the new classification and this request formally adds the position to the budget in place of the previously approved position.
Ongoing	\$112,000		New FTE- Program Controls (contract/casual employee conversion)	New Engineering Technician II. Work is currently performed by a contract employee (charging to professional services, rather than casual employee budget below). Initial Heron (e-builder) implementation is phasing in to a need for ongoing increased technical support for users across the bureau, system administration (adding and managing accounts), support for project managers in scheduling and budgeting projects (which in turn supports more robust CIP budget planning). Technical support for Heron implementation has emerged as a priority of the Phase I CIP-PREP exercise. CIP Program Controls team is currently understaffed to provide support needed. Casual or temp employee support is not desirable due to the learning curve and insituational knowledge needed.
Ongoing	(\$60,000)		Reduce Casual-Unbudgeted	This was added in our 5-Year Financial Plan FY 2017-18 Decision Package for a temporary/casual staff for Heron (e-builder) software implementation support. This was seen at the time as a short-term need and unclear the best way to fill it. We are proposing converting this to funding for a permanent FTE (above).
Ongoing	\$112,000		New FTE- Design Services (Contract conversion)	*CIP-FUNDED* - Part of ongoing conversion of temporary contractor work to permanent City positions in Engineering Services when appropriate. Design Services Division has utilized 1-4 temporary contractor(s) to fill technician work for design and project management support since 2013. The division has only 1 permanent engineering technician position currently, compared to 4 current contract engineering technicians (supporting projects of 36 permanent engineer positions).

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
Ongoing	\$112,000		Condition Assessment - Engineer Technician II	This new FTE was included in the FY 2017-18 Requested Budget but was not recommended by CBO or approved by City Council pending further evaluation once the Condition Assessment (CA) Program Manager was hired. It is being requested again at this time because the CA Program Manager was hired on May 18, 2017 and has evaluated the existing CA practices and program work required. Large gaps and areas for improvement have been identified justifying a critical need for this new position to effectively implement the CA Program. The systematic CA program will create and enable tools for data collection and reporting from the field by O&M staff. There are approximately 15,500 treatment plant and pump station assets tracked in Synergen, the work and asset management system. This does not include additional assets that need to be inventoried and also placed in the CA queue such as pipes, valves, CSO system gates, etc. This position and its specific skill set is vital to completing the asset inventory, performing data analysis and research, implementing PTE contracts for specialized condition assessments, performing technical analysis for advanced condition assessments, and assisting in preparing technical memos/scopes to transition CA results/needs into capital projects. If this position is not approved for this FY Fall BMP, this will immediately affect the ability of the program to deliver the \$250,000 in specialized PTE contract condition assessments this fiscal year, complete the asset inventory (this requires extensive technical as-built research), develop databases required to support the work, perform technical/engineering analyses on specific assets, prepare technical memorandums summarizing condition assessment information required to justify Capital Project Requests, and scope and estimate projects for the RR&M program as these activities require the engineering/technical skills that this position will provide.
Ongoing	(\$59,547)		Reduction to fund full Senior Community Outreach & Information Rep For Portland Harbor	
Ongoing	\$126,000		Add 1 Sr. Community Outreach	
Ongoing	(\$66,453)		Removes 50% of Sr. Mgmt Analyst	
Ongoing	(\$66,453)		Removes 50% of Sr. Mgmt Analyst	Was supposed to be split 50/50 in ERF, but did not get loaded correctly in the budget. This entry removes the full position and will be added as a Sr. Community Outreach position in the ERF.
Ongoing	(\$101,528)		Remove Prgm Coordinator WS	Moves to Equity position in DR.
Ongoing	\$141,162		Add Principal Mgmt Analyst midpoint	Equity Postion
Total	\$475,181	\$0		

Base Budget Error:

Ongoing	\$146,400		Miscellaneous Services	This adjustment corrects an error in FY 2017-18 Adopted Budget BRASS entry. A \$73,200 increase which was offset by a separate reduction was entered in error as a negative number and should have been positive. This restores the original intent to pay for additional DEQ cleanup oversight for Downtown Reach and Portland Harbor. It includes additional utility locates, flagging, and drilling services.
Total	\$146,400	\$0		

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
Carryover Requests				
Vehicles:				
One-Time	\$29,224		Fleet Carryover #051013	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$59,996		Fleet Carryover #081030 & 081041	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$99,420		Fleet Carryover three vehicles 991087 & 991088 & TBD	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$25,689		Fleet Carryover one vehicle #061203	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$100,000		Fleet Carryover two vehicles 053200 & 053205	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$35,000		Fleet Carryover one vehicle #TBD	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$35,000		"carryover"- 1 new vehicle from Spring BMP	1 new inspector vehicle approved in the FY 2016-17 Spring BMP but not ordered in FY 2016-17 - order underway now.
One-Time	\$105,000		"carryover"- 3 replacement vehicles	CARRY OVER: 3 vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$35,000		carryover - delay	FY 2015-16 vehicle order not received 02-3204
One-Time	\$28,999		carryover - delay	FY 2016-17 vehicle order not received 09-1055
One-Time	\$71,964		WG Fleet Carryover	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
One-Time	\$2,629,377		BES/PBOTMO Fleet Carryover	CARRY OVER: Vehicles budgeted in FY 2016-17, but not yet received.
Total	\$3,254,669	\$0		

Other:

One-Time	\$57,570		Space planning - 400 Building	Carryover - space planning for 400 Building
One-Time	\$9,572		Misc Services	Grease Trap Coupons / OMF MicroGrant carryover / project continuation
One-Time	\$145,000		Professional Services - Contract Lab Contract	Contract lab costs for the Columbia Slough Sediment & Fish Project were established in FY 2016-17 to cover sediment work. The project schedule was extended into FY 2017-18. This adjustment will move unspent budgeted funds from FY 2016-17 to FY2017-18 to cover incurred analytical costs for this project.
One-Time	\$145,000		carryover - delay	outside lab analysis on mandated Slough sediment program not completed in FY2016-17
One-Time	\$2,709		carryover - delay	Innovation Grant for Crystal Springs digital tour; work continued into fall.
One-Time	\$14,500		Condition Assessment and Repair - CBWTP Outfall #1	CARRY OVER: FY 2016-17 Adopted Budget = \$50,000 (\$30k for CB and \$20k for TC). It took 6 months in Procurement Services to get a final contract to proceed with the work. Bathymetric survey got completed in FY 2016-17 but now the inspection and diffuser repair needs to happen. Work expected to be completed by September 30, 2017.

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
One-Time	\$15,900		Condition Assessment and Repair - TCWTP Outfall	CARRY OVER: FY 2016-17 Adopted Budget = \$50,000 (\$30k for CB and \$20k for TC). Took 6 months in Procurement Services to get a final contract to proceed with the work. Bathymetric survey got completed in FY2016-17 but now the inspection and diffuser repair needs to happen. Work expected to be completed by September 30, 2017.
One-Time	\$134,600		Condition Assessment - CBWTP Digester Gas Piping	CARRY OVER: FY 2016-17 Adopted Budget = \$135,000. Some budget spent in FY 2016-17 on Industrial Hygienist to complete safety analysis. Valves are ordered but due to lead time will not all be received until November 1, 2017. Contract needed for purging the lines, installing the valves and performing the inspection is currently in Procurement Services going through the bid process.
One-Time	\$4,037		Groundwater Contamination Monitoring Closeout - Larsen Property	CARRYOVER: FY 2016-17 Budget = \$6k in 521000 + \$9k in 529000, totaling \$15k. DEQ has not yet approved ending the groundwater contamination monitoring being conducted on the Larsen property (property the bureau owns that is located across Portland Rd from CBWTP). PPS (Jon O'Donovan) is managing this work. They had predicted this would get completed last FY, but without DEQ final approval further monitoring will be necessary this FY. This request is to carryover remaining budget from last FY to continue with this effort.
One-Time	\$3,270		Groundwater Contamination Monitoring Closeout - Larsen Property	CARRYOVER: FY 2016-17 Budget = \$6k in 521000 + \$9k in 529000, totaling \$15k. DEQ has not yet approved ending the groundwater contamination monitoring being conducted on the Larsen property (property the bureau owns that is located across Portland Rd from CBWTP). PPS (Jon O'Donovan) is managing this work. They had predicted this would get completed last FY, but without DEQ final approval further monitoring will be necessary this FY. This request is to carryover remaining budget from last FY to continue with this effort.
One-Time	\$115,000		Condition Assessment - WG Facilities	CARRY OVER: FY 2014-15 Adopted Budget contained \$50,000 for facilities related condition assessment. This funding was carried over to FY15/16 and in addition \$65,000 was reallocated from the biosolids program (ESSS-5, 529000) to the facilities program (ESWW-22, 529000), totaling \$115,000. This amount was identified after receiving estimates from OMF BIBS Facilities on what it was costing them to complete such assessments. Our intention for completing this work was to use an existing City contract that OMF BIBS Facilities was using. After they received their condition assessment reports we met with them to discuss lessons learned on their process and return on investment. We concluded that it was not a good investment to follow suit. We will need to contract this work ourselves. Additionally, the WG Facilities Manager, who was assigned to oversee this work, retired and the new incumbent has been in transition over the past year. We are requesting that this prior approved budget be carried over again into this FY so this important condition assessment work can be completed.
Total	\$647,158	\$0		

Offsets

Operating Program Adjustments

Ongoing	(\$125,000)		Strategic implementation change	Discontinue partnership on Protect The Best program
Ongoing	\$75,000		Strategic implementation change	Consultant services evaluating and updating the Invasive Species Strategy, to help craft a new 10 year workplan and goals, and to assist in implementing a new Invasive Species Strategy. BES will coordinate the effort, involving other City bureaus in both development and implementation of the strategy.
Ongoing	\$10,000		Strategic implementation change	Support invasive plant removal through the Backyard Habitat Certification Program
Ongoing	\$30,000		Strategic implementation change	Seasonal staff supporting Wetland Inventory Project
Ongoing	\$5,000		Strategic implementation change	Salmon Sanctuary work through Crystal Springs Partnership
Ongoing	\$1,000		Strategic implementation change	Fleet vehicle rental for Wetland Inventory project work
Total	(\$4,000)	\$0		

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
Internal Budget Adjustments				
One-Time	(\$38,000)		Minor equipment	adjustment applied to wrong account / BRASS entry
One-Time	\$38,000		Minor equipment	adjustment applied to wrong account / BRASS entry
One-Time	(\$15,000)		Reduce office supplies	Reallocate to Operating Supplies for chair replacement
One-Time	\$15,000		Increase Operating Supplies-Chairs	Reallocation to cover estimated costs for chair replacement and new chairs for increased FTEs from recent budget cycles.
One-Time		\$8,000	reassignment of duties	Manufactured Stormwater Treatment Technology Review fees - move to SWMM team from Engineering Group
One-Time		(\$8,000)	reassignment of duties	Manufactured Stormwater Treatment Technology Review fees - move to SWMM team from Engineering Group
One-Time	\$6,000		reassignment of duties	Manufactured Stormwater Treatment Technology Review task orders - move to SWMM team from Engineering Group
One-Time	(\$6,000)		reassignment of duties	Manufactured Stormwater Treatment Technology Review task orders - move to SWMM team from Engineering Group
Ongoing	\$1,500		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$1,500		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$2,000		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$7,064		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$26,000		Premium Pay	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$7,500		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$11,700		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$1,800		Premium Pay	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$4,000		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$10,000		Overtime	Omitted in FY 2017-18 BRASS entry.
Ongoing	\$25,000		Premium Pay	Omitted in FY 2017-18 BRASS entry.
Ongoing	(\$98,064)		Temporary offset	To balance error in budget load from vacancy savings
One-Time	(\$160,425)		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.
One-Time	\$54,197		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
One-Time	\$11,842		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.
One-Time	\$10,842		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.
One-Time	\$43,325		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.
One-Time	\$29,627		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.
One-Time	\$10,592		Distribute cell phones	Cell phone appropriation was placed in one cost center for the entire bureau. This distributes to workgroups.
Total	\$0	\$0		

CIP: TBD TBD

Other - Fund Level:

One-Time		\$11,125,000	Terminal-1N Sale	Gross sales proceeds from Terminal-1 North.
One-Time	\$625,000		Terminal-1N Sale	Amount deposited in escrow for future Terminal 1-North dock repairs paid to buyer.
One-Time	\$317,363		Terminal-1N Sale	Closing costs on Terminal 1-North sale.
One-Time	\$10,182,637		Terminal-1N Sale	Transfer of net sale proceeds to Sewer Construction Fund for capital use.
One-Time		\$10,182,637	Terminal-1N Sale	Receipt of net sale proceeds into Sewer Construction Fund for capital use.
One-Time	\$10,182,637		Terminal-1N Sale	Deposit of net sale proceeds to contingency for future capital use.
One-Time		\$500,000	SDC Revenues	Additional SDC revenues from Residential customers.
One-Time		\$2,500,000	SDC Revenues	Additional SDC revenues from Commercial customers.
One-Time	\$3,000,000		SDC Revenues	Transfer additional SDC revenues from SDC Fund to Debt Redemption Fund to pay debt service.
One-Time	(\$3,000,000)		SDC Revenues	Additional SDC revenues transferred from SDC Fund to Debt Redemption Fund means reduced transfer necessary from Operating Fund.
One-Time	\$3,000,000		SDC Revenues	Additional SDC revenues increases debt coverage which results in increased transfer from Operating Fund to Rate Stabilization Fund.
One-Time		\$3,000,000	SDC Revenues	Receipt of additional cash transfer from Operating Fund to Rate Stabilization Fund,
One-Time	\$3,000,000		SDC Revenues	Additional cash transfer from Operating Fund increases Contingency (ending fund balance) in Rate Stabilization Fund.
One-Time		(\$12,000,000)	Beginning RSF Balance	True up budgeted beginning fund balance in the Rate Stabilization Fund

Ongoing / One-Time	Expense Amount	Revenue Amount	Description	Reason for Adjustment
One-Time	(\$12,000,000)		Beginning RSF Balance	True up of beginning fund balance in Rate Stabilization fund results in a reduction of contingency.
Total	\$15,307,637	\$15,307,637		
Grants				
One-Time	\$1,000		SAP Grant #ES000048	\$1,000 Metro West Willamette Restoration Partnership (ES000048); This grant funds enhancement of 85 acres of habitat in the Westside Wildlife Corridor connecting Forest Park and Tryon Creek natural areas on the west side of the Willamette River. The Partnership includes agencies, conservation organizations and community groups whose mission is to conserve and enhance the forests and natural areas of SW Portland by forming an active coalition of engaged volunteers, community groups, landowners and organizations. The Bureau of Environmental Services and Portland Parks and Recreation (PPR) are members. Budget is needed by PPR for signage at the work site.
One-Time		\$1,000	SAP Grant #ES000048	See reference above to Grant# ES000048
One-Time	\$10,700		SAP Grant #TR000094	\$20,150 PBOT's Milwaukie Light Rail (TR000094); BES charges directly to this PBOT grant from TriMet for design and construction of the Portland-Milwaukie Light Rain project (E09163). BES activities on this grant are nearing completion during the project's close-out phase. Budget is required for personal services and overhead.
One-Time	\$9,450		SAP Grant #TR000094	See reference above to Grant# TR000094.
One-Time		\$20,150	SAP Grant #TR000094	See reference above to Grant# TR000094.
One-Time	(\$9,450)		OH reimb. From PBOT Grant	See reference above to Grant# TR000094.
One-Time	\$9,450		OH reimb. From PBOT Grant to contingency	See reference above to Grant# TR000094.
Total	\$21,150	\$21,150		