



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Date: March 26, 2018
To: City Budget Office
From: Mike Abbaté, Director 
cc: Commissioner Fritz, Pooja Bhatt, Tim Crail, Cristina Nieves
RE: Portland Parks and Recreation FY 2017-18, Spring Budget Monitoring Process (BuMP) Submittal

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

The submittal includes a request for PP&R's share of the Compensation Set-Aside funding, a portion of the Compensation Set-Aside for increased costs for the revised contracts and non-represented seasonal wage increases, along with other miscellaneous technical, revenue and carryover adjustments. Lastly, as directed by Council in the November 2017 Street Tree Task Force work session we are requesting funds as it was discussed at that time.

Thank you for your consideration of this request.

Administration

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Amanda Fritz, Commissioner
Mike Abbaté, Director





Budget Note Update

Portland Parks and Recreation

Date of Budget Note: July 1, 2017 in Current FY 2017-18 Adopted Budget

Budget Note Title: Sustainable Funding for the Preschool Program

Budget Note Language: Council directs Portland Parks & Recreation to implement a full cost recovery plan for the Preschool Program by the end of FY 2017-18. This plan should include a scholarship component, which will be funded with an increase in program fee revenues. Outreach for the scholarship program should be targeted at communities of color and children with special needs.

Summary Status: Underway

Budget Note Update: March 26, 2017

The bureau is moving forward with a significantly modified program and fee schedule. The fee schedule is sufficient to cover direct operating costs through implementation of fee increases that range from 10% to 69% with a weighted average of increases at 28%. Under optimistic assumptions, the fee schedule may generate excess revenue that could be used for scholarships, but at minimum registration levels, would only cover direct operating costs as noted above. The bureau has submitted an add package request for scholarship support to ensure equitable access. Staff will monitor how fee increases affect demand, and in particular, how they affect retention of participating families and their peers vs. shifting service delivery to a new, more affluent cohort of families.

The Educational Preschool Program registration process has begun, and the actual level of registrations will change between now and August when families must submit initial payments. Staff have conducted an outreach and marketing campaign to get the word out. As noted in response to CBO inquiries following PP&R's FY 18-19 Budget Work Session, closure of Hillside, Sellwood, and Woodstock Community Centers, reductions included in the Bureau's Budget Request, would negatively impact the program's net position by \$46K (from a \$17K surplus to a \$29K deficit). The new fee schedule has already been published, and increasing fees after budget decisions in June would be extremely problematic.

Date of Budget Note: July 1, 2017 in Current FY 2017-18 Adopted Budget

Budget Note Title: Long-Term Financial Plan

Budget Note Language: Council directs 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. This plan should outline alternative funding options and possible service tradeoffs if new resources for O&M and major maintenance needs are not available. A status update should be submitted to Council along with the bureau's FY 2018-19 requested budget. The final plan should be submitted to Council in December of 2018.

Summary Status: Underway

Budget Note Update: March 26, 2017

The bureau has begun work on a five-year financial plan. An important building block to the financial plan is an update to the bureau's cost recovery policy. The bureau has a consultant on board to assist with cost recovery, and with completion of a recent City Council work session the bureau is on track to completing a cost recovery policy update in the fall of 2018.

The scope of the financial plan will include the bureau's operating budget and capital budget as well as incorporate information from the bureau's SDC and Parks Replacement Bond Financial Plans. The five-year financial plan will assist the bureau in addressing its major financial objectives of providing adequate maintenance, addressing access for underserved populations, and keeping pace with growth. An initial draft of the bureau's operating and capital five-year forecasts is nearing completion. The forecasts will be a starting point for determining funding gaps and outlining strategies for addressing

the gaps. A decision package has been included in the FY 18-19 budget request that would allow the bureau to seek outside assistance for implementation of strategies for improving financial sustainability.

Attachments:

- Letter to Mike Abbate from Navy League
- Agreement between PP&R and Navy League

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

Bureau: Portland Parks & Recreation

Type: New Request

Request: PK_011 - Spring - Street Tree Task Force

| | Spring BMP Requested Adjustments | Spring BMP CBO/Council Changes | Spring BMP Total Adjustments |
|---------------------------------|---|---|---|
| EXPENDITURES | | | |
| External Materials and Services | 100,000 | 0 | 100,000 |
| TOTAL EXPENDITURES | 100,000 | 0 | 100,000 |
| REVENUES | | | |
| General Fund Discretionary | 100,000 | 0 | 100,000 |
| TOTAL REVENUES | 100,000 | 0 | 100,000 |

Bureau Description:

Request for funding the Street Tree Task Force (STTF), \$100,000.

This is a one-time cost to convene and run the task force. The Task Force was directed by City Council in November, 2017 and spring BuMP funding was discussed at that time. The STTF is to be comprised of residents who will work with City staff from multiple bureaus and consultants to bring options for city maintenance of street trees to Council for consideration. The STTF's work is intended to be completed and reported to Council in December 2018, pending this funding request.

Background: In most US cities, street trees are maintained by the city. However in Portland, maintenance of street trees is the responsibility of the adjacent property owner. This creates a significant financial burden especially for low-income property owners and is a barrier to underserved areas and communities of color receiving equitable trees services such as healthier and more livable neighborhoods.

\$70,000 – estimated cost of technical consultant to review street tree maintenance programs and funding in other cities, and make recommendations for Portland to the STTF

\$30,000 – STTF facilitation and administration by a consultant

No additional cost – project management by PPR staff

No additional cost – involvement and input from BES, PBOT, BPS, Water, BDS

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: Compensation Set Aside Request

Request: PK_012 - Spring - Compensation Set Aside

| | Spring BMP Requested Adjustments | Spring BMP CBO/Council Changes | Spring BMP Total Adjustments |
|----------------------------|---|---|---|
| EXPENDITURES | | | |
| Personnel Services | 1,300,000 | 0 | 1,300,000 |
| TOTAL EXPENDITURES | 1,300,000 | 0 | 1,300,000 |
| REVENUES | | | |
| General Fund Discretionary | 1,300,000 | 0 | 1,300,000 |
| TOTAL REVENUES | 1,300,000 | 0 | 1,300,000 |

Bureau Description:

CBO Discussion and Recommendation

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

Bureau: Portland Parks & Recreation

Type: Technical Adjustment

Request: PK_013 - Spring - Technical Adjustments

| | Spring BMP Requested Adjustments | Spring BMP CBO/Council Changes | Spring BMP Total Adjustments |
|---------------------------------|---|---|---|
| EXPENDITURES | | | |
| Personnel Services | 89,644 | 0 | 89,644 |
| External Materials and Services | 23,514,835 | 0 | 23,514,835 |
| Internal Materials and Services | 81,764 | 0 | 81,764 |
| Capital Outlay | (20,399,200) | 0 | (20,399,200) |
| Fund Transfers - Expense | (88,296) | 0 | (88,296) |
| Contingency | 20,975,120 | 0 | 20,975,120 |
| TOTAL EXPENDITURES | 24,173,867 | 0 | 24,173,867 |
| REVENUES | | | |
| Budgeted Beginning Fund Balance | 60,000 | 0 | 60,000 |
| Charges for Services | 17,945,119 | 0 | 17,945,119 |
| Intergovernmental Revenues | 54,881 | 0 | 54,881 |
| Interagency Revenue | 80,925 | 0 | 80,925 |
| Fund Transfers - Revenue | (145,296) | 0 | (145,296) |
| Bond and Note | 6,176,474 | 0 | 6,176,474 |
| Miscellaneous | 0 | 0 | 0 |
| General Fund Discretionary | 1,764 | 0 | 1,764 |
| TOTAL REVENUES | 24,173,867 | 0 | 24,173,867 |
| FTE | | | |
| Full-Time Positions | 2.00 | 0.00 | 2.00 |
| TOTAL FTE | 2.00 | 0.00 | 2.00 |

Bureau Description:

CBO Discussion and Recommendation

| Service Area | Bureau Name | Decision Package Title | Package Description | Funded in | Year Funded: | Package Funding | Package FTE | Package Status | Package Update |
|--------------------------------|-----------------------------|--|--|---------------------------|--------------|-----------------|-------------|----------------|--|
| 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 | | In Progress | 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 \$570K 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 initiated. PP&R has requested replacement funding but to date has not received funding to continue this work. |
| 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 | Work on this has not started until some progress is made on the SWCC roof repair. The roof repair project start is delayed because of workload and our on-call roof and building envelope consultant contracts have reached the contracting dollar amount limits and we are currently in the process of an RFP for a new list of on-call consultants. Work on this project should begin in 2-3 months with the solar panel project starting at the beginning of 2019. |
| 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 | This work has not started - as long as we are able to hire a CECOP intern this summer, mapping and analytical work will begin. Once the ownership and condition of the sewer and/or combined storm/sewer system is known, a plan can be developed to implement repairs and possible re-lining. Actual construction is probably a year out. |
| 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 | | In Progress | This project was started in July 2017 and is expected to be completed in FY 2018-19. |
| 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 | 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 pilot program with existing resources; and a FY 18-19 decision package has been requested for long-term solution. 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. |

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| 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: <input type="checkbox"/> -Mt. Scott Community Center <input type="checkbox"/> -Southwest Community Center <input type="checkbox"/> -East Portland Community Center <input type="checkbox"/> -Charles Jordan Community Center <input type="checkbox"/> -Matt Dishman Community Center <input type="checkbox"/> 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 | 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 | - | In Progress | LIMITED TERM POSITION HAS BEEN HIRED AND ONBOARDED. PROGRAM WORKPLAN HAS BEEN DRAFTED. PROGRAM GOVERNANCE AND MANAGEMENT STRUCTURE HAS BEEN DRAFTED. KEY SUBCOMMITTEES HAVE BEEN FORMED. |
| 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. March 2018 update - See "Carryover from the FY 2016-17 budget" for update. |

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|--------------------------------|-----------------------------|---|--|-----------------------|------------|------------|-------------|---|
| Parks, Recreation, and Culture | Portland Parks & Recreation | Fall - FEMA 25% Match for December Storm | <p>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. □</p> <p>□ 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. □</p> <p>□ 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, \$438k in match going towards landslides and undermined roadways, \$127k in match of washed-out trails, and \$50k in other damaged infrastructure.</p> | 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 - 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, ststus 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 - 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 | In Progress | NEW MARCH 2018 UPDATE: A Project Manager was recently assigned to this project and an RFP process to hire a roof and building envelope consultant is underway. Design work will begin in a few months with construction to begin the summer of 2019. ORIGINAL UPDATE: 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 | | |

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| 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 | Springwater Trail Rangers & Campsite Clean-up | <p>The city has seen a significant increase in people camping along the Springwater trail and in East Portland parks. This increase illustrates 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. Additional Park Rangers are necessary to ensure the success of the post-cleanup security plan. PP&R's ranger program has one team of two rangers for East Portland/Springwater Trail. This resource is too lean for daily patrols or active monitoring of all impacted sites. The City Council has remained consistent in prohibiting camping in parks, while looking for other solutions to house residents experiencing homelessness. In order to fulfill this Council commitment, PP&R requests ongoing funding of the current program that was implemented and funded by Council for one-time in the fall. The costs include \$363,760 to hire 4 FTE Park Ranger positions. The success of the Springwater cleanup will require increased and ongoing Park Ranger presence along the Springwater to ensure that campers do not return there or to other East Portland park properties. Additional rangers will be deployed to patrol the trail and East Portland parks daily, connecting homeless populations to social services and ordering the cleaning of high-impact camps in parks through OMF. Performance measures to be impacted include an increase in the percentage of residents feeling safe walking alone in parks, particularly in East Portland neighborhoods.</p> | FY 2017-18 Adopted Budget | FY 2017-18 | 363,760 | 4.00 | In Progress | Rangers have been deployed in hot spots in east Portland and along SWT in a consistent way to manage camping and security issues. Recruitment of the four positions will be complete spring 2018. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | Operation and Maintenance for New Parks | <p>spaces. While System Development Charges (SDCs) help 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. □</p> <ul style="list-style-type: none"> □ PP&R recently convened a committee of bureau staff and the City Budget Office to create a bureau operations and maintenance (O&M) policy that would align with FIN 2.03.02. Out of that committee came a new process and methodology that: a) Creates a methodology for developing estimates on future projects based on current O&M costs for similar elements within the scope; b) Requests "new" funding through the budget process prior to the project coming to Council for a construction contract; and c) In the ensuing budget year, finalizes a "revised" estimate of the difference between estimated and actual O&M costs. □ □ This decision package utilizes this new O&M process. It requests \$671k of additional ongoing General Fund resources to fund the revised estimates of five major parks PP&R is building that will be placed into service in 2017. It also includes \$362k of ongoing General Fund resources to support the estimated (new) operations and maintenance costs of new parks under construction that will be finished early in FY17-18. It also includes a request for \$329k for the programming component of Gateway Urban Park & Plaza that was brought to Council's attention for approval in design in May of 2016. Funding to support operations and maintenance for new parks and park facilities is key to maintaining a consistent level of service in the community. Without adequate O&M, PP&R's maintenance backlog will continue to grow over time and residents' satisfaction with service levels will decline. In addition, O&M funding supports the associated overhead that is needed to maintain a growing parks system, including marketing, legal, data and financial analysis, risk management and technology support. Finally, this specific O&M request includes significant resources to provide active programming for new parks in underserved areas such as East Portland. Recent survey data shows | FY 2017-18 Adopted Budget | FY 2017-18 | 813,688 | 5.00 | | |

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|--------------------------------|-----------------------------|--|---|---------------------------|------------|----------|--------|-------------|--|
| Parks, Recreation, and Culture | Portland Parks & Recreation | Increased Compliance for Permitted Activities | <p>This proposal adds funding to increase a currently vacant 0.5 FTE Parking Enforcement position to full time. The added capacity would result in increased compliance with park rules and fee structures and is expected to generate \$150,000 of new revenue. Background: PP&R continues to need oversight and monitoring of park rules, particularly in our major picnic parks, permitted events, paid parking lots and docks that require permits. On any given weekend, there are dozens of vehicles illegally parked in parks. Vehicles alone cause more damage than any other single item in a park by breaking irrigation heads, creating ruts and destroying grass. There are also BBQs without fire-safety protection, bands and DJs without noise variances, and events that are inconsistent with parks rules. Over the long term, increased compliance with park rules will have a positive impact on the health of the park itself. Performance measures expected to be directly impacted include the percentage of residents rating the quality of park grounds and park facilities as good or very good. From an operational perspective, increased enforcement should decrease damage in parks and increase the ability of existing staff to spend more time reducing the deferred maintenance backlog.</p> | FY 2017-18 Adopted Budget | FY 2017-18 | 34,458 | 0.50 | In Progress | Recruitment for a position to complete this work is underway. Due to delay in recruitment, collections of the expected \$150K revenue may be impacted. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | Eliminate Maintenance at Ladd Circle Rose Garden | <p>This proposal eliminates horticultural improvements in Ladd's Rose Garden for a General Fund savings of \$96,668. The reduction includes one Horticulture position and some external materials and services. Service to Ladd's Rose Garden would cease entirely, including support for volunteer activities. This site was chosen for a reduction due to the disproportionately high level of service. This reduction could result in deterioration of the quality of the Ladd's Rose Garden. From an equity perspective, the Ladd's circle 1/2 mile service area includes far fewer people of color (15% versus 28% for the city) and slightly less households in poverty (17% versus 19% for the city), when compared to the overall City of Portland demographics. If this proposal is accepted, PP&R would work closely with the local community on options to mitigate the negative impact.</p> | FY 2017-18 Adopted Budget | FY 2017-18 | (96,668) | (1.00) | In Progress | Staff are gradually decreasing their services. Transferring site work to volunteers. In general, the garden is looking less attractive because of a lack of maintenance. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | Automated bathroom lockup | <p>This proposal would use new, emerging technologies to automate the nightly locking of PP&R restrooms, which will increase capacity in the park system. PP&R has over 60 parks in its system in need of nightly lockup. This includes locking gates and bathrooms for safety and security reasons. As the bureau streamlines this process and adds auto locks to gates and bathrooms, service levels will increase for customers through better and extended hours for restroom access. In addition, the need for seasonal rangers to manually lock bathrooms will decrease. As such, the bureau is proposing to decrease the seasonal dollars needed to fund the lockup function by \$80,000. In surveys with park patrons, restrooms are consistently noted as one of the most important park amenities. This proposal will provide greater efficiencies, which will allow park restrooms to remain open longer hours. In addition, the technology will eliminate the need for providing keys to park permit holders (picnics, sporting events, etc.) during hours when restrooms are normally closed. It is expected that this service level improvement will help to improve residents' perceptions about the overall quality of parks in Portland.</p> | FY 2017-18 Adopted Budget | FY 2017-18 | (80,000) | | In Progress | Project Manager has been assigned to this project, but we do not have a contractor hired yet because we are still in design phase. We've hired an architect for the design effort and will bid the project to contractors when design is complete. |

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|--------------------------------|-----------------------------|---|---|---------------------------|------------|----------|------|-------------|---|
| Parks, Recreation, and Culture | Portland Parks & Recreation | Health, Safety, and Environment Program | <p>Environment (HSE) Program Management. The position is responsible for supporting the full spectrum of compliance and risk management programs from the Occupational Safety and Health Administration (OSHA), to risk reduction and highly specialized environmental exposure control programs. These programs are essential to prevent worker on-the-job injury, assure regulatory compliance, and reduce public exposure to the health and safety risks inherent in a diverse and aging parks and recreation system. The one current FTE is insufficient to adequately manage the current workload of legally mandated risk reduction as well as needed monitoring for prevention, project management and public communication necessary for an organization of PP&R's size and scope.</p> <p>□ □</p> <p>This package proposes adding two full-time positions (the minimum additional required to adequately staff HSE program administration), ongoing funding for specialized HSE services, and one-time funding to address known high risks in PP&R's system (including lead-based paint, asbestos, radon, and other health risks). Results to be realized from this proposal include: □</p> <ul style="list-style-type: none"> -Significant exposure and risk reduction to the public and PP&R's employees □ -Improved productivity organization-wide through centralized expertise and consistency □ -Implementation of well-established HSE best practices around prevention, monitoring and improvements □ -Improved and more efficient communication; stronger responsiveness to community expectations □ <p>□</p> <p>More specifically, this proposal would allow PP&R to: □</p> <ul style="list-style-type: none"> -Fulfill internal requests for HSE consultations and services □ -Limit the redirection of substantial staff time from other mission-critical functions to HSE work □ -Limit the accumulation of HSE issues within operations and PP&R assets □ -Improve the management of information and records pertaining to HSE programs | FY 2017-18 Adopted Budget | FY 2017-18 | 180,776 | 2.00 | In Progress | The Health Safety and Environment Manager position was filled early in 2018 and the Coordinator position recruitment is being finalized with staff anticipated to start in spring 2018. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | Fee Increases in Arts & Music Programs | <p>This proposal would replace current General Fund support with additional revenue through targeted fee increases. Specific fee increases include increasing tuition rates by 5% at Community Music Center (CMC), increasing class fees by 2% and increasing rental revenues by 20% at Multnomah Arts Center. Additionally, both sites are expected to receive additional fundraising for scholarships by non-profit boards. Raising fees will have the greatest impact on lower-income youth and families. Currently 20% of youth students at CMC are on scholarships. PP&R has learned from recent focus groups with underserved communities of color that the price of PP&R services is a barrier to participation in our programs. In some cases, scholarships provide relief to those facing barriers from fees, but PP&R's scholarships are largely unfunded and result in additional budgetary challenges.</p> | FY 2017-18 Adopted Budget | FY 2017-18 | | | In Progress | Fee increases for programs and rentals at PP&R Arts & Music facilities were implemented in FY18. Program fee revenue at Community Music Center has increased by 1% from this last year (Accounting Period 8). Program fee revenue at Multnomah Arts Center has increased by 12% and short term rental revenue has increased by 34%. However, it is worth noting that long term rental revenue is down 5% due to the loss of two long term tenants. Additional revenue resources from non-profit boards at both sites are expected, but have not yet been collected. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | Sustainable Landscapes Initiative | <p>This proposal eliminates 1 FTE Turf Technician, budget to support seasonal staffing for maintenance, as well as external materials and services that support mowing and irrigation equipment, repairs, fuel and watering cost. The reduction lowers costs by eliminating mowing and irrigation at 10 park sites that have been identified for the implementation of more sustainable management practices. The proposal also includes the addition of one new FTE program manager position to oversee the implementation of the bureau's Sustainable Landscapes initiative. The overall net reduction proposed is \$96,994. □</p> <p>□</p> <p>Background: In 2014, the bureau completed a major study of sustainable landscape management that resulted in several recommendations for incorporating more sustainability principles into the bureau's daily management practices. This proposal supports the implementation of some of the recommendations. The expected results of this proposal includes increased performance as it relates to environmentally sustainable landscape management. This will be tracked by an expected reduction in water use, as well as reduced fossil fuel inputs needed for mowing and turf maintenance. Over time, the addition of a program manager position will increase the capacity of the bureau to monitor and track data related to sustainability performance, while also implementing new environmentally sustainable landscape practices.</p> | FY 2017-18 Adopted Budget | FY 2017-18 | (96,994) | - | In Progress | Eliminated Turf position as proposed. Hired coordinator as proposed. Implemented two pilot sites. In the process of completing the water management program that will start this July 1. |

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|--------------------------------|-----------------------------|--|--|---------------------------|------------|------------|--|-------------|---|
| Parks, Recreation, and Culture | Portland Parks & Recreation | Fee Increases at Community Centers | This proposal would replace current General Fund resources with additional revenues through targeted fee increases at PP&R community centers, primarily targeted on drop-in fees, rentals and pre-paid passes. Fees would increase for drop-in admissions and passes, as well as for rentals that have not been increased in recent years. In recent history, PP&R has had to rely on fee increases to offset budget cuts. Price increases at most sites over the years have greatly outpaced the rate of inflation. The most pronounced impact of this package will be in the additional financial burden it will present to economically vulnerable patrons, including immigrant and refugee populations and underserved communities of color. Services provided will not be impacted, but an increased need for financial support and/or assistance will be a likely outcome if fees are again increased this year. The total value of scholarships granted over the years has increased and in the most recent year totaled \$627,000. | FY 2017-18 Adopted Budget | FY 2017-18 | | | In Progress | Fee increases for rentals, pre-paid passes and daily drop-in fees were implemented at PP&R's community centers in FY18. On the whole revenue has increased when compared to last year (as of Accounting Period 8), though not at all sites and areas. While revenue increases are above the amount of the decision package, it's important to note two things. One, it is not possible to attribute all excess revenue to the fee increases (increased participation, as an example may be assisting with this). Two, despite the increase in revenue generation, it remains unlikely that the overall revenue target for recreation will be met due to increased target amounts. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | FY 2016-17 Program Carryover: Master Plans | Carryover from the FY 2016-17 budget. Includes: 150th and Division, and Mills/Midland master plans, offroad cycling master plans, and scholarship coordinator. See Spring BMP PK_17 | FY 2017-18 Adopted Budget | FY 2017-18 | 210,000 | | In Progress | NEW MARCH 2018 UPDATE: 150th and Division Master Plan has been completed. Mill/Midland Master Plan has been completed. The Off-road Cycling Master plan is still in process being led by the Bureau of Planning & Sustainability. |
| Parks, Recreation, and Culture | Portland Parks & Recreation | Fall - New Revenue | 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. | FY 2017-18 Fall BMP | FY 2017-18 | 21,240,116 | | In Progress | NEW MARCH 2018 UPDATE: The second issuance of the 2014 Parks Replacement Bond was initiated in January 2018. With the subtraction of issuance costs, the new revenue will be \$24.5 million. |

Fund Projection Report

| | Spring BMP Revised Budget | FY 2017-18 YTD Actuals Thru AP8 | Spring BMP Year-End Projection | % of Projected Actuals to Revised Bud |
|---------------------------------|---------------------------------|---------------------------------------|--------------------------------------|---|
| General Fund | | | | |
| EXPENDITURES | | | | |
| Personnel Services | \$396,812,896 | \$263,149,619 | \$396,455,862 | 100% |
| External Materials and Services | \$116,363,794 | \$51,652,698 | \$103,411,531 | 89% |
| Internal Materials and Services | \$65,946,436 | \$43,035,004 | \$65,966,925 | 100% |
| Capital Outlay | \$5,651,971 | \$3,244,345 | \$5,617,000 | 99% |
| Bond Expenses | \$10,020,013 | \$1,342,208 | \$0 | 0% |
| Fund Transfers - Expense | \$55,880,649 | \$22,253,246 | \$0 | 0% |
| Contingency | \$12,534,193 | \$0 | \$0 | 0% |
| TOTAL EXPENDITURES | \$663,209,952 | \$384,677,121 | \$571,451,318 | 86% |
| REVENUES | | | | |
| Budgeted Beginning Fund Balance | \$52,657,502 | \$0 | \$0 | 0% |
| Taxes | \$279,615,499 | \$250,514,462 | \$0 | 0% |
| Licenses & Permits | \$201,826,390 | \$83,679,720 | \$5,774,625 | 3% |
| Charges for Services | \$26,055,262 | \$14,927,227 | \$25,243,806 | 97% |
| Intergovernmental Revenues | \$30,791,542 | \$18,158,447 | \$12,062,029 | 39% |
| Interagency Revenue | \$36,955,471 | \$17,525,137 | \$35,066,819 | 95% |
| Fund Transfers - Revenue | \$29,581,656 | \$19,131,698 | \$60,000 | 0% |
| Miscellaneous | \$3,937,442 | \$2,030,206 | \$3,869,275 | 98% |
| General Fund Discretionary | \$1,789,188 | \$0 | \$446,527,635 | 24957% |
| General Fund Overhead | \$0 | \$0 | \$27,766,590 | |
| TOTAL REVENUES | \$663,209,952 | \$405,966,896 | \$556,370,779 | 84% |

Fund Projection Narrative

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 | Spring 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 | \$489,669 | \$0 | 0% |
| Buildings & Pools | \$8,869,715 | \$10,051,221 | \$5,300,299 | (\$4,750,922) | (47%) | \$12,504,962 | \$23,226,962 | \$3,259,983 | \$10,722,000 | 86% |
| Developed Parks | \$22,203,030 | \$30,762,400 | \$18,913,818 | (\$11,848,582) | (39%) | \$18,400,584 | \$41,050,584 | \$14,024,082 | \$22,650,000 | 123% |
| 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 | \$161,293 | \$25,000 | 5% |
| Park Amenities & Trails | \$0 | \$603,389 | \$323,538 | (\$279,851) | (46%) | \$1,490,942 | \$2,790,942 | \$181,121 | \$1,300,000 | 87% |
| Recreation Features | \$3,122,175 | \$1,621,238 | \$2,526,610 | \$905,372 | 56% | \$11,416,872 | \$12,046,872 | \$3,366,185 | \$630,000 | 6% |
| Utilities, Roads & Trails | \$7,776,916 | \$11,989,771 | \$6,126,597 | (\$5,863,174) | (49%) | \$7,361,872 | \$11,270,672 | \$3,842,358 | \$3,908,800 | 53% |
| Total | \$44,883,294 | \$60,607,614 | \$33,597,842 | (\$27,009,772) | (45%) | \$60,156,808 | \$99,727,608 | \$25,324,691 | \$39,570,800 | 66% |

* 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 86% - Budget increase is primarily related to the 2nd issuance of the 2014 Replacement Bond.

Developed Parks 123% - 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 53% - See Buildings & Pools comment.