




# PORTLAND PARKS & RECREATION<sup>SM</sup>

Healthy Parks, Healthy Portland

Date: September 12, 2018

To: City Budget Office

From: Kia Selley, Director 

cc: Commissioner Fish, Todd Lofgren

RE: Portland Parks and Recreation FY 2018-19, 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 the following new requests for funding in this Fall Budget Adjustment:

- A request to provide \$50,000 to continue the community engagement process regarding the Interstate Firehouse Cultural Center (IFCC) and provide staff and resources to keep the building available for community use.
- A request to provide \$20,000 to contract with a respected Native elder to advise the bureau on how to strengthen the relationship with the Native community.
- A request to provide \$60,000 to address expenses associated with technology upgrades for CCTV and networks to address safety and reliability issues resulting from storage capacity and inconsistent network-access for payment processing.
- A request to provide \$75,000 to address half of the expenses in partnership with BES to provide analysis and opportunities to manage water in Peninsula Drainage District I.
- A request to provide \$214,707 to address expenses associated with the Office of Management and Finance proposal to reorganize Procurement Services and shift from overhead funding to an Interagency Agreement for Design and Construction services. PP&R has some significant concerns regarding this change, particularly with the short timeframe if General Fund is not shifted to cover the unbudgeted expense.
- Requests for \$23 Million in capital set aside requests for urgent projects and reallocation of resources to the Mt. Tabor Yard Shop Replacement project to address new project elements resulting from Land Use requirements.

#### Administration

1120 SW 5th Avenue, Suite 1302  
Portland, OR 97204  
Tel: 503-823-PLAY (7529) | Fax: 503-823-6007

PORTLANDPARKS.ORG

Nick Fish, Commissioner  
Kia Selley, Interim Director



In addition, the Fall BMP submittal includes miscellaneous technical, revenue and carryover adjustments. Based on prior fiscal year performance, the technical adjustments include reductions to expenses and revenue targets to address concerns regarding potentially unachievable revenue targets and prevent resulting risks of overspending.

Expenses and revenue will be tightly monitored and additional modifications will be implemented in consultation with the Parks Commissioner if needed.

Thank you for your consideration of these requests.

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Technical Adjustment

**Request:** PK\_001 - Fall - Technical Adjustments

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	(204,190)	0	(204,190)
External Materials and Services	2,871,845	0	2,871,845
Internal Materials and Services	(1,830,956)	0	(1,830,956)
Capital Outlay	1,149,693	0	1,149,693
Contingency	1,473,065	0	1,473,065
<b>TOTAL EXPENDITURES</b>	<b>3,459,457</b>	<b>0</b>	<b>3,459,457</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	3,818,511	0	3,818,511
Charges for Services	(755,160)	0	(755,160)
Interagency Revenue	107,606	0	107,606
Fund Transfers - Revenue	0	0	0
Bond and Note	0	0	0
Miscellaneous	239,500	0	239,500
General Fund Discretionary	49,000	0	49,000
<b>TOTAL REVENUES</b>	<b>3,459,457</b>	<b>0</b>	<b>3,459,457</b>

**Bureau Description:**

Technical adjustments between major object categories, cost centers, and/or commitment items that do not impact fund size or contingency. These adjustments include expense reductions within Recreation Services to address some of the identified risk related to potentially unachievable revenue targets. Recreation Services and Customer Service Center have identified initiatives to increase revenue and reduce expenditures to ensure budget accountability and the bureau will continue to monitor budget closely throughout the year to track success of planned activities.

An ongoing 1 FTE position is created within and funded by the System Development Charges Program to maintain the processing services provided through limited term staffing that will remain an ongoing requirement

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Encumbrance Carryover Request

**Request:** PK\_002 - Fall - Encumbrance Carryover

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
External Materials and Services	572,764	0	572,764
<b>TOTAL EXPENDITURES</b>	<b>572,764</b>	<b>0</b>	<b>572,764</b>
<b>REVENUES</b>			
General Fund Discretionary	572,764	0	572,764
<b>TOTAL REVENUES</b>	<b>572,764</b>	<b>0</b>	<b>572,764</b>

**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 2017/18, PP&R was underspent by \$703,765, and contained \$1,047,788 in eligible encumbrances. PK\_012 would reduce the underspending to carry forward one-time projects \$131,000 and reducing the available underspending to the \$572,764 requested for carry forward in this package.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Technical Adjustment

**Request:** PK\_003 - Fall - Beginning Fund Balance Adjustments

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
External Materials and Services	(1,967,155)	0	(1,967,155)
Contingency	8,360,137	0	8,360,137
<b>TOTAL EXPENDITURES</b>	<b>6,392,982</b>	<b>0</b>	<b>6,392,982</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	6,392,982	0	6,392,982
<b>TOTAL REVENUES</b>	<b>6,392,982</b>	<b>0</b>	<b>6,392,982</b>

**Bureau Description:**

This package is to adjust the beginning fund balances for PP&R funds to align with the CAFR.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Technical Adjustment

**Request:** PK\_004 - Fall - Position Changes - Realignment

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	128,548	0	128,548
External Materials and Services	(41,121)	0	(41,121)
Contingency	(87,427)	0	(87,427)
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUES</b>			
General Fund Discretionary	0	0	0
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Bureau Description:**

This package does not add or convert positions. It moves positions between cost centers. These adjustments reallocate costs to appropriate fund centers, which better reflect the organizational structure and operations of the bureau.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** New Request

**Request:** PK\_005 - Fall - New Revenue

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	2,379,986	0	2,379,986
External Materials and Services	16,222,500	0	16,222,500
Internal Materials and Services	2,489,000	0	2,489,000
Capital Outlay	18,119,500	0	18,119,500
Bond Expenses	1,882,837	0	1,882,837
Fund Transfers - Expense	47,000	0	47,000
Contingency	(28,536,313)	0	(28,536,313)
<b>TOTAL EXPENDITURES</b>	<b>12,604,510</b>	<b>0</b>	<b>12,604,510</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	1,882,837	0	1,882,837
Intergovernmental Revenues	6,918,986	0	6,918,986
Fund Transfers - Revenue	47,000	0	47,000
Bond and Note	3,572,850	0	3,572,850
Miscellaneous	182,837	0	182,837
General Fund Discretionary	0	0	0
<b>TOTAL REVENUES</b>	<b>12,604,510</b>	<b>0</b>	<b>12,604,510</b>

**Bureau Description:**

This package recognizes changes in fund size due to new revenues or adjusted revenue projections.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Technical Adjustment

**Request:** PK\_006 - Fall - Reallocate One-Time General Fund

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	0	0	0
External Materials and Services	0	0	0
Internal Materials and Services	0	0	0
Capital Outlay	189,882	0	189,882
<b>TOTAL EXPENDITURES</b>	<b>189,882</b>	<b>0</b>	<b>189,882</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	189,882	0	189,882
General Fund Discretionary	0	0	0
<b>TOTAL REVENUES</b>	<b>189,882</b>	<b>0</b>	<b>189,882</b>

**Bureau Description:**

This package is to reallocate one-time General Fund discretionary resources in the amount of \$189,882 from the Mt. Scott Community Center Roof Repair project to the Mt. Tabor Yard Shop Replacement project.

The Mt. Scott Community Center Roof was previously funded with one-time General Fund discretionary resources in the FY 2016-17 Adopted Budget. This project will continue with funding from the Build Portland bond program. Reallocated resources for the Mt. Tabor Yard Shop project will go toward project elements including those resulting from Land Use requirements.

**CBO Discussion and Recommendation**



**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** New Request

**Request:** PK\_007 - Fall - PEN 1 Drainage Master Plan

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
External Materials and Services	75,000	0	75,000
<b>TOTAL EXPENDITURES</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>
<b>REVENUES</b>			
General Fund Discretionary	75,000	0	75,000
<b>TOTAL REVENUES</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>

**Bureau Description:**

One-time GF Partnering with BES this study provides analysis and opportunities to manage water in Peninsula Drainage District 1. (Note – BES funding \$75,000 for a total of \$150,000.)

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** New Request

**Request:** PK\_008 - Fall - Interstate Firehouse Cultural Center

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
External Materials and Services	50,000	0	50,000
<b>TOTAL EXPENDITURES</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>
<b>REVENUES</b>			
General Fund Discretionary	50,000	0	50,000
<b>TOTAL REVENUES</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>

**Bureau Description:**

One-time GF to continue the community engagement process regarding IFCC and provide staff/resource to keep the building available for community use.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** New Request

**Request:** PK\_009 - Fall - Native American Technical Assistance

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
External Materials and Services	20,000	0	20,000
<b>TOTAL EXPENDITURES</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>
<b>REVENUES</b>			
General Fund Discretionary	20,000	0	20,000
<b>TOTAL REVENUES</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>

**Bureau Description:**

Native American Technical Assistance to provide culturally responsive services. PP&R is seeking to contract with a respected Native elder and internationally recognized practitioner to advise the bureau on how to strengthen the relationship with the Native community.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** New Request

**Request:** PK\_010 - Fall - Technology Upgrades CCTV and T1

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
External Materials and Services	60,000	0	60,000
<b>TOTAL EXPENDITURES</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>
<b>REVENUES</b>			
General Fund Discretionary	60,000	0	60,000
<b>TOTAL REVENUES</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>

**Bureau Description:**

Parks technology is recommending the upgrade of all Parks T-1 sites be upgraded to T-5 networks. Current T-1 sites that take payment through credit card machine have frequent failures in both processing credit card payments and in all network-access functions. Additional storage capacity for CCTV cameras to address safety issues.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** New Request

**Request:** PK\_011 - Fall - Procurement Reorganization

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Internal Materials and Services	214,707	0	214,707
<b>TOTAL EXPENDITURES</b>	<b>214,707</b>	<b>0</b>	<b>214,707</b>
<b>REVENUES</b>			
General Fund Discretionary	214,707	0	214,707
<b>TOTAL REVENUES</b>	<b>214,707</b>	<b>0</b>	<b>214,707</b>

**Bureau Description:**

The objective of this Interagency Agreement (IA) is to establish Service Level Agreements (SLA) between Procurement Services and Customer(Parks) and ensure that both parties understand and agree how the services will be performed and the responsibilities and expectations of each party. Due to the financial impact this IA presents to Parks we are requesting GF to subsidize this agreement.

Although PP&R generally supports changes to improve services on design and construction contracting, it is not clear whether the proposal will improve or maintain services or how it would be prioritized against other competing bureau priorities for General Fund resources. PP&R capital projects are proceeding as originally budgeted and to absorb additional expense for this change in billing would be problematic for all budgeted projects. Moving forward, it is not clear the long-term impact for projects as this change will also further increase the administrative costs associated with capital projects and further strain the available funds for major maintenance projects. The short timeline for this change has not provided sufficient time for the bureau to fully evaluate the short and long-term impacts. However, it is clear that PP&R does not have the capacity in existing capital program budgets to absorb the new expense requested this fiscal year (or over \$500,000 in subsequent years) without the General Fund being reallocated to cover this unplanned expense.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Program Carryover Request

**Request:** PK\_012 - Fall - Program Carryover

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Personnel Services	31,000	0	31,000
External Materials and Services	100,000	0	100,000
<b>TOTAL EXPENDITURES</b>	<b>131,000</b>	<b>0</b>	<b>131,000</b>
<b>REVENUES</b>			
General Fund Discretionary	131,000	0	131,000
<b>TOTAL REVENUES</b>	<b>131,000</b>	<b>0</b>	<b>131,000</b>

**Bureau Description:**

Council provided one-time funds in FY 2017-18 to convene a Street Tree Task Force to bring options for city maintenance of street trees to Council for consideration. Work will start in FY 2018-19 so funds need to be carried forward for the work to proceed as approved. Council provided one-time funds in FY 2017-18 for summer casual labor to cover increase in Ranger services at Director Park based on workload needs. This carries forward the amount that was not spent in the prior year to maintain these services as approved.

**CBO Discussion and Recommendation**

**CBO Discussion and Recommendations  
FY 2018-19 Fall Supplemental Budget Ordinance**

**Bureau:** Portland Parks & Recreation

**Type:** Capital Set-Aside Request

**Request:** PK\_013 - Fall - PP&R Capital Set Aside Request

	<b>Fall BMP Requested Adjustments</b>	<b>Fall BMP CBO/Council Changes</b>	<b>Fall BMP Total Adjustments</b>
<b>EXPENDITURES</b>			
Capital Outlay	23,000,000	0	23,000,000
<b>TOTAL EXPENDITURES</b>	<b>23,000,000</b>	<b>0</b>	<b>23,000,000</b>
<b>REVENUES</b>			
Fund Transfers - Revenue	23,000,000	0	23,000,000
<b>TOTAL REVENUES</b>	<b>23,000,000</b>	<b>0</b>	<b>23,000,000</b>

**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 5 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.

- Pittock Mansion Road Stabilization \$5,000,000
- O'Bryant Square \$9,000,000
- Forest Park Critical Infrastructure Repairs for Fire Access \$2,500,000
- Peninsula Community Center Roof \$2,500,000
- ADA Transition Plan Priority Capital Projects \$4,000,000

**CBO Discussion and Recommendation**

## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>100 - General Fund</b>			
<b>EXPENDITURES</b>			
Personnel Services	396,226,904	396,180,558	99.99
External Materials and Services	117,095,067	99,887,563	85.30
Internal Materials and Services	66,163,506	64,571,453	97.59
Capital Outlay	5,559,449	3,936,539	70.81
Bond Expenses	10,020,013	9,856,183	98.36
Fund Transfers - Expense	56,706,616	57,251,451	100.96
Contingency	15,196,304	0	0.00
<b>TOTAL EXPENDITURES</b>	<b>666,967,859</b>	<b>631,683,748</b>	<b>94.71</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	52,657,502	0	0.00
Taxes	279,615,499	281,604,825	100.71
Licenses & Permits	201,826,390	223,064,189	110.52
Charges for Services	25,055,262	27,159,821	108.40
Intergovernmental Revenues	33,791,542	32,722,041	96.84
Interagency Revenue	37,055,471	34,536,612	93.20
Fund Transfers - Revenue	32,898,751	30,121,526	91.56
Miscellaneous	4,067,442	5,440,216	133.75
General Fund Discretionary	0	0	0.00
General Fund Overhead	0	0	0.00
<b>TOTAL REVENUES</b>	<b>666,967,859</b>	<b>634,649,230</b>	<b>95.15</b>

### Fund Reconciliation Narrative

Fund 100 had no over-expenditure nor under-collection of revenue greater than 10%.



## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>215 - Parks Local Option Levy Fund</b>			
<b>EXPENDITURES</b>			
External Materials and Services	0	0	0.00
Fund Transfers - Expense	664,056	664,056	100.00
<b>TOTAL EXPENDITURES</b>	<b>664,056</b>	<b>664,056</b>	<b>100.00</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	656,980	0	0.00
Taxes	2,076	977	47.07
Fund Transfers - Revenue	0	546,711	0.00
Miscellaneous	5,000	9,078	181.57
<b>TOTAL REVENUES</b>	<b>664,056</b>	<b>556,766</b>	<b>83.84</b>

### Fund Reconciliation Narrative

The Levy fund is dedicated to cover Preschool expenditures that cannot be covered by their fee for service revenue. Additional adjustments have been made after Year end that are not reflected in this BRASS report.

## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>217 - Grants Fund</b>			
<b>EXPENDITURES</b>			
Personnel Services	9,351,898	4,858,645	51.95
External Materials and Services	17,405,775	7,889,820	45.33
Internal Materials and Services	6,891,429	2,650,793	38.47
Capital Outlay	11,002,952	4,239,150	38.53
Bond Expenses	9,750,000	8,000,000	82.05
<b>TOTAL EXPENDITURES</b>	<b>54,402,054</b>	<b>27,638,409</b>	<b>50.80</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	9,750,000	0	0.00
Charges for Services	0	124	0.00
Intergovernmental Revenues	44,652,054	29,188,348	65.37
Miscellaneous	0	93,735	0.00
<b>TOTAL REVENUES</b>	<b>54,402,054</b>	<b>29,282,207</b>	<b>53.83</b>

### Fund Reconciliation Narrative

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

## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>220 - Portland Parks Memorial Fund</b>			
<b>EXPENDITURES</b>			
Personnel Services	1,284,915	1,481,081	115.27
External Materials and Services	6,948,847	288,714	4.15
Internal Materials and Services	1,461,542	2,428,600	166.17
Capital Outlay	50,000	0	0.00
Fund Transfers - Expense	854,950	854,950	100.00
Contingency	1,390,576	0	0.00
<b>TOTAL EXPENDITURES</b>	<b>11,990,830</b>	<b>5,053,345</b>	<b>42.14</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	7,553,366	0	0.00
Licenses & Permits	570,000	1,167,745	204.87
Charges for Services	3,247,379	4,163,841	128.22
Interagency Revenue	0	80,925	0.00
Fund Transfers - Revenue	68,990	68,990	100.00
Miscellaneous	551,095	742,924	134.81
<b>TOTAL REVENUES</b>	<b>11,990,830</b>	<b>6,224,426</b>	<b>51.91</b>

### 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.

## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>402 - Parks Capital Improvement Program Fund</b>			
<b>EXPENDITURES</b>			
Personnel Services	3,742,012	3,665,894	97.97
External Materials and Services	25,083,462	16,520,208	65.86
Internal Materials and Services	305,753	609,255	199.26
Capital Outlay	73,033,013	12,386,872	16.96
Bond Expenses	538,087	534,708	99.37
Fund Transfers - Expense	446,343	446,343	100.00
Contingency	55,127,931	0	0.00
<b>TOTAL EXPENDITURES</b>	<b>158,276,601</b>	<b>34,163,280</b>	<b>21.58</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	100,810,885	0	0.00
Charges for Services	28,000,000	36,388,521	129.96
Intergovernmental Revenues	0	186,165	0.00
Interagency Revenue	0	38,055	0.00
Fund Transfers - Revenue	2,907,742	2,907,742	100.00
Bond and Note	24,682,974	24,641,587	99.83
Miscellaneous	1,875,000	6,185,255	329.88
<b>TOTAL REVENUES</b>	<b>158,276,601</b>	<b>70,347,326</b>	<b>44.45</b>

## Prior Year Fund Reconciliation Report

FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
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### **Fund Reconciliation Narrative**

Personnel Services: 2.03% or \$76,118 underspent - insignificant variance.

External Materials & Services: 34.14% or \$8.6 million overspent - this variance is attributed several projects that will continue into FY 2018-19. The largest of these are: Parklane Park Development, Leach Botanical Garden, Forest Park Entrance & Trailhead, Halprin Fountains, Swan Island, and maintenance facilities.

Internal Materials & Services: 99.26% or \$303,502 overspent - this overexpenditure was due to additional internal services needed to support capital projects.

Capital Outlay: 83.04% or \$60.6 million underspent - see External Materials & Services.

Bond Expenses: .63% or \$3,379 - insignificant variance.

Fund Transfer Expenses: no variance.

Total Expenses: taking the contingency line out of the equation, the capital fund is 66.88% underspent, per the discussion in the External Materials & Services section.

Charges for Services: 29.96% or \$8.4 million overearned - this variance is due to SDC revenues continuing to exceed targets with a strong construction and development market.

Intergovernmental Revenue: \$186,165 variance is due to several contributions from local jurisdictions.

Interagency Revenues: \$38,055 variance is due to Parks staff work on other bureaus' projects.

Fund Transfer Revenues: no variance.

Bond and Note Proceeds: .17% or \$41,387 underearned - slight variance from budget.

Miscellaneous Revenues: 229.88% or \$4.3 million overearned - this variance is mostly due to higher than normal lien assessment collections and interest on investments.

Total Revenue: Taking the Beginning Fund Balance out of the equation shows revenues were overearned by 22.42%. System Development Charges account for the majority of this variance.

## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>500 - Parks Endowment Fund</b>			
<b>EXPENDITURES</b>			
Unappropriated Fund Balance	162,692	0	0.00
Personnel Services	750	0	0.00
External Materials and Services	22,192	200	0.90
Internal Materials and Services	775	0	0.00
<b>TOTAL EXPENDITURES</b>	<b>186,409</b>	<b>200</b>	<b>0.11</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	184,759	0	0.00
Miscellaneous	1,650	2,628	159.30
<b>TOTAL REVENUES</b>	<b>186,409</b>	<b>2,628</b>	<b>1.41</b>

### 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 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>603 - Golf Fund</b>			
<b>EXPENDITURES</b>			
Personnel Services	3,673,044	3,366,120	91.64
External Materials and Services	4,329,308	4,579,922	105.79
Internal Materials and Services	701,558	526,800	75.09
Capital Outlay	335,000	0	0.00
Bond Expenses	290,886	286,486	98.49
Fund Transfers - Expense	442,654	442,654	100.00
Contingency	330,321	0	0.00
<b>TOTAL EXPENDITURES</b>	<b>10,102,771</b>	<b>9,201,981</b>	<b>91.08</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	382,388	0	0.00
Charges for Services	9,371,891	8,812,282	94.03
Bond and Note	335,000	335,000	100.00
Miscellaneous	13,492	119,891	888.61
<b>TOTAL REVENUES</b>	<b>10,102,771</b>	<b>9,267,173</b>	<b>91.73</b>

### Fund Reconciliation Narrative

Fund 603 had no over-expenditure nor under-collection of revenue greater than 10%.

## Prior Year Fund Reconciliation Report

	FY 2017-18 Revised Budget	FY 2017-18 Year-End Actuals	Percent of Actuals to Revised
<b>604 - Portland International Raceway Fund</b>			
<b>EXPENDITURES</b>			
Personnel Services	870,332	864,773	99.36
External Materials and Services	620,178	597,231	96.30
Internal Materials and Services	184,285	161,093	87.42
Bond Expenses	41,930	41,274	98.44
Fund Transfers - Expense	67,636	67,636	100.00
Contingency	658,144	0	0.00
<b>TOTAL EXPENDITURES</b>	<b>2,442,505</b>	<b>1,732,007</b>	<b>70.91</b>
<b>REVENUES</b>			
Budgeted Beginning Fund Balance	536,763	0	0.00
Charges for Services	1,894,755	1,820,773	96.10
Miscellaneous	10,987	89,370	813.41
<b>TOTAL REVENUES</b>	<b>2,442,505</b>	<b>1,910,142</b>	<b>78.20</b>

### Fund Reconciliation Narrative

Fund 604 had no over-expenditure nor under-collection of revenue greater than 10%.





Budget Note Update – FY 2018-19 Fall BMP

**Portland Parks and Recreation**

**Date of Budget Note:** July 1, 2017 in Prior 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:** Complete

**Budget Note Update:** September 12, 2018

The bureau implemented a significantly modified program and fee schedule. The fee schedule was 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%. In FY 2018-19 Council provided one-time General Fund for scholarship support to ensure equitable access.

Staff conducted an outreach and marketing campaign to get the word out and the program successfully achieved minimum registrations needed to sustain the program and has fulfilled Council direction. At the start of the school year in September, registration remains at 93%. Of the 431 students registered, 54% participated in preschool last school year. We have received 49 scholarship requests at this time, totaling \$44,600. Marketing strategies will primarily focus on social media outlets, only using resources to targeting specific markets with print material where spaces remain available.

**Date of Budget Note:** July 1, 2017 in Prior 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:** September 12, 2018

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, completed a City Council work session and is engaging community on priorities. The bureau is on track to complete a cost recovery policy update by winter FY 2018-19.

The scope of the financial plan will include the bureau's operating budget and capital budget as well as incorporate information from the General Fund Forecast and 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. As of September 2018, an extensive historical overview has been completed to provide context for developing a financial plan. A five-year forecast for the bureau's operating and capital budget has been completed and several structural deficits facing the bureau have been identified. Future work will involve bureau work sessions to identify best practices from other parks systems and strategies for new funding or reallocation strategies that will address gaps identified in the five-year forecast

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.

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.

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&amp;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&amp;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&amp;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&amp;R's unique asset portfolio, inherent risks, and operating context and includes: □</p> <ul style="list-style-type: none"> <li>- Remediation to reduce lead content in drinking water sources at Multnomah Arts Center. □</li> <li>- HSE Consultant for sampling testing &amp; remediation recommendation for priority 1 &amp; 2 water and playground equipment. □</li> <li>- Development of PP&amp;R HSE program □</li> <li>- Abatement of lead paint at various PP&amp;R assets □</li> <li>- Arc flash electrical hazard analysis at Children's Museum &amp; Matt Dishman CC.</li> </ul>	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"> <li>• Playground Lead Paint testing is complete</li> <li>• Community Garden soil contaminant primary testing is complete</li> <li>• MAC lead-in-water near-term fixture remediation and verification testing is complete</li> <li>• Mt. Scott Radon mitigation and verification testing is complete</li> <li>• PCM asbestos testing is in-progress</li> <li>• Additional consulting services on air quality, safe work practices, synthetic turf, and other topics have been provided</li> <li>• It is anticipated balance will be completely expended upon completion of Asbestos Management Plan at PCM</li> </ul>
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"> <li>-Master plans for new parks in East Portland - \$80,000 □</li> <li>-Offroad cycling plan - \$45,000 □</li> <li>-Equitable Access for Low Income Portlanders Program Design - \$85,000</li> </ul>	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> <p>□</p> <p>SDC Development &amp; Acquisitions \$17,496,965 □</p> <p>Building Roofs and Energy Systems \$4,779,000 □</p> <p>Play Areas, Fountains, &amp; Sports Facilities \$1,975,000 □</p> <p>Sewer &amp; Irrigation \$1,130,000 □</p> <p>Forest Park Infrastructure \$399,000 □</p> <p>Natural Areas &amp; Bridges \$366,000 □</p> <p>Willamette Park DOLA &amp; Pathways \$189,000 □</p> <p>Grants \$1,222,657 □</p> <p>Grand Total \$27,557,622 □</p>	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&amp;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&amp;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> <p>□</p> <p>PP&amp;R recently convened a committee of bureau staff and the City Budget Office to create a bureau operations and maintenance (O&amp;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&amp;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&amp;M costs. □</p> <p>□</p> <p>This decision package utilizes this new O&amp;M process. It requests \$671k of additional ongoing General Fund resources to fund the revised estimates of five major parks PP&amp;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 &amp; 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&amp;M, PP&amp;R's maintenance backlog will continue to grow over time and residents' satisfaction with service levels will decline. In addition, O&amp;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&amp;M request includes significant resources to provide active programming for new parks in underserved areas such as East Portland. Recent survey data shows</p>	FY 2017-18 Adopted Budget	FY 2017-18	813,688	5.00		

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&amp;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&amp;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&amp;R restrooms, which will increase capacity in the park system. PP&amp;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.

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&amp;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&amp;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"> <li>-Significant exposure and risk reduction to the public and PP&amp;R's employees □</li> <li>-Improved productivity organization-wide through centralized expertise and consistency □</li> <li>-Implementation of well-established HSE best practices around prevention, monitoring and improvements □</li> <li>-Improved and more efficient communication; stronger responsiveness to community expectations □</li> </ul> <p>□</p> <p>More specifically, this proposal would allow PP&amp;R to: □</p> <ul style="list-style-type: none"> <li>-Fulfill internal requests for HSE consultations and services □</li> <li>-Limit the redirection of substantial staff time from other mission-critical functions to HSE work □</li> <li>-Limit the accumulation of HSE issues within operations and PP&amp;R assets □</li> <li>-Improve the management of information and records pertaining to HSE programs</li> </ul>	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&amp;R has learned from recent focus groups with underserved communities of color that the price of PP&amp;R services is a barrier to participation in our programs. In some cases, scholarships provide relief to those facing barriers from fees, but PP&amp;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.



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.

# Capital Program Status Report

## Parks

CIP Program	FY 2017-18	FY 2017-18	FY 2017-18	Variance \$	Variance %	FY 2018-19	Fall BMP	FY 2018-19	Variance \$	Variance %
	Adopted Budget	Revised Budget	Year-End Actuals			Adopted Budget	Revised Budget	Year to Date Actuals		
Acquisitions	\$8,480,000	\$8,480,000	\$507,679	(\$7,972,321)	(94%)	\$10,962,530	\$10,962,530	\$10,020	\$0	0%
Buildings & Pools	\$12,504,962	\$23,226,962	\$4,504,323	(\$18,722,639)	(81%)	\$21,557,441	\$21,439,823	\$89,736	(\$117,618)	(1%)
Developed Parks	\$18,400,584	\$41,050,584	\$17,686,915	(\$23,363,669)	(57%)	\$29,525,918	\$60,690,918	(\$442,871)	\$31,165,000	106%
Golf	\$0	\$335,000	\$335,000	\$0	0%	\$0	\$0	\$41,917	\$0	
Green Infrastructure	\$501,576	\$526,576	\$471,070	(\$55,506)	(11%)	\$3,069,579	\$5,136,565	\$2,760	\$2,066,986	67%
Park Amenities & Trails	\$1,490,942	\$3,790,942	\$349,370	(\$3,441,572)	(91%)	\$2,930,068	\$4,605,068	\$8,451	\$1,675,000	57%
Portland International Raceway	\$0	\$0	\$0	\$0		\$0	\$1,750,000	\$0	\$1,750,000	
Recreation Features	\$11,416,872	\$12,046,872	\$4,084,103	(\$7,962,769)	(66%)	\$7,389,685	\$8,189,685	\$83,019	\$800,000	11%
Utilities, Roads & Trails	\$7,361,872	\$11,733,339	\$4,475,860	(\$7,257,479)	(62%)	\$8,704,303	\$11,932,314	\$252,981	\$3,228,011	37%
<b>Total</b>	<b>\$60,156,808</b>	<b>\$101,190,275</b>	<b>\$32,414,320</b>	<b>(\$68,775,955)</b>	<b>(68%)</b>	<b>\$84,139,524</b>	<b>\$124,706,903</b>	<b>\$46,013</b>	<b>\$40,567,379</b>	<b>48%</b>

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

\*\* Current Year variances compare Revised Budget to Adopted Budget

### Prior Year Variance Description

Acquisitions (94%) - This budget primarily provides funding to acquire central and non-central city park properties; few opportunities were available in FY 2017-18.

Buildings & Pools (81%) - This budget provides funding for the most urgent major maintenance needs such as failing roofs and maintenance facilities, as well as new facility assets such as auto-locking restrooms, loos, and swimming pool improvements. These projects will move forward in FY 2018-19.

Developed Parks (57%) - Park development progressed greatly with the openings of several developed parks including Luuwit View, Gateway Discovery, Thomas Cully, and Spring Garden Parks. The variance is related to work that will continue into FY 2018-19, primarily on Errol Heights Park Development, Parklane Park Development, and Pioneer Square Membrane repairs.

Golf 0% - No variance.

Green Infrastructure (11%) – This small variance represents funding that will be spent primarily on continued development of Leach Botanical Garden and restoration of the Riverview Natural Area.

Park Amenities & Trails (91%) - Funding for Gateway Green and the Columbia Children's Arboretum is driving this variance; these projects will continue into FY 2018-19.

Recreation Features (66%) - This Capital Program includes sports courts and fields, playgrounds, fountains, dog off-leash areas, and boat ramps. The largest projects driving this variance are playgrounds at Couch Park, the North Park Blocks, and Lynchview Park.

Utilities, Roads and Trails (62%) - Bridge projects (Westmoreland, Maclaey Park, Maple Park, and Springwater Corridor), along with Forest Park and Whitaker Ponds entrances, drive this variance.

# Capital Program Status Report

## Current Year Variance Description

Acquisitions 0% - No change.

Buildings & Pools (1%) - this minimal variance is due to reallocation across Capital Programs.

Developed Parks 106% - This variance is largely due to new System Development Charge funding for Creston Playground, Errol Heights Park Development, O'Bryant Square Development, and Parklane Park Development.

Golf - no variance.

Green Infrastructure 67% – This variance is primarily due to new grant funding to implement the Leach Botanical Garden Master Plan.

Park Amenities & Trails 57% - This variance is due to new System Development Charge funding for the Columbia Children's Arboretum and Gateway Green Development.

Portland International Raceway 100% - This variance represents new loan funding to repave the South Paddock.

Recreation Features 11% - This variance is largely due to new System Development Charge funding for the Lynchview Playground project.

Utilities, Roads and Trails 37% - This variance is largely due to a new allocation of General Fund in the Adopted budget to address critical infrastructure needs in Forest Park, along with System Development Charge funding to address service gaps and Major Maintenance funding to repair various infrastructure assets.

PO No. & Line	PO Date	Vendor No.	Vendor Name	Contract No.	Line Item Text	CO Type	CO Number	CO Name	Fund No.	Bus Area	Funds Centers No.	Commitment Item No.	Remaining Encumbrance	Srcs Recd Thru Date	Accrual JE Number	Accrual Actual Invoice	Accrual Estimated Amount	Fial	Fall BMP Encumbrance Carry Forward Request
20006287 - 0010	05/09/16	118478	Benjamin Brink		Photography Services @ Parks Events	C	PKDI000006	Community Relations	100000	PK00	PKDI000006	521000	161.00						
20006373 - 0010	06/13/16	108258	Swank Motion Pictures Inc		Movies 2016 - Copyrights	O	9PKPR0018023	Movies In Parks	100000	PK00	PKPR000011	529000	15,470.00						15,470.00
20006552 - 0020	09/02/16	110390	Broadcast Music Inc		License To Play Music Thru Fy 19/20	C	PKWC000028	Customer Svc Ctr	100000	PK00	PKWC000028	529000	10,188.00						10,188.00
20007118 - 0010	05/05/17	110903	James M Striely		Native Species Graphic Design	C	PKCN000004	Environmen Educ	100000	PK00	PKCN000004	521000	1,866.00						
20007669 - 0010	05/02/18	108258	Swank Motion Pictures Inc		Movie Licenses - 2018	C	PKPR000011	Summer Free For All	100000	PK00	PKPR000011	529000	14,460.00						14,460.00
20007739 - 0010	06/06/18	120457	Jade Chan		2018 Summer Free For All Report	C	PKPR000011	Summer Free For All	100000	PK00	PKPR000011	521000	3,000.00						
22130252 - 0010	09/11/13	107407	Xera Plants Inc		Nursery Stock	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	2,503.70						
22161447 - 0010	02/23/15	114626	Treephoria Inc		Nursery Stock, Trees, 2014-2015	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	1,740.00						
22171778 - 0010	07/24/15	106198	Bishop-Jones Inc		Nursery Stock For Mt. Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	433.40						
22181539 - 0010	01/08/16	107018	P & D Nursery Inc		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	646.35						
22185228 - 0010	03/09/16	103464	Brentanos Tree Farm Llc		Trees For Uf And Ll, Fy 15/16	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	3,796.00						
22189456 - 0010	05/17/16	117643	Als Garden Center & Greenhouses Llc		Annuals, Nursery, 15-16	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	1,535.50						
22191531 - 0010	06/03/16	101799	Kpff Inc	31000847	Surveying For Marquam Trail Proj	C	PKCN000001	Cn West Zone	100000	PK00	PKCN000001	521000	3,220.00						
22193725 - 0010	06/28/16	106200	Grainger	31000507	Stores Stock/inventory Purchase	-		Inventory	100000	PK00	PKDI000002	141250	179.56						
22197469 - 0020	08/26/16	114373	Loomis Armored Us Llc		Add \$ To Dpo 22197469	C	PKLM000002	Westside Lands Manag	100000	PK00	PKLM000002	529000	810.00						
22198960 - 0010	09/23/16	106125	Blooming Nursery Inc		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	719.00						
22199914 - 0010	10/11/16	106073	Kinetic Computer Solutions Inc	31000389	Excel Training Level 1 & 2	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	541000	650.00						
22200998 - 0010	10/27/16	103930	Hochstein Nursery Llc		Nursery Stock, Mtty, Fy 16/17	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	1,765.25						
22201038 - 0010	10/28/16	107018	P & D Nursery Inc		Annuals, Nursery Stock Fy16/17	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	218.60						
22201130 - 0010	10/31/16	103465	Rigert Landscaping Company		Trees Fy 16/17	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	315.00						
22201437 - 0010	11/07/16	103633	Champoeg Nursery Inc		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	1,068.00						
22202397 - 0010	11/28/16	118938	Obersinner Farms Inc		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	2,162.96						
22203951 - 0010	12/28/16	101240	Northwest Shade Trees		Nursery Stock For Mt. Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	888.00						
22204457 - 0010	01/06/17	119079	Jessica Amezua		Spanish Classes In Play For Arleta Sun	C	PKWC000003	Arleta Cs	100000	PK00	PKWC000003	529000	3,739.99						
22206214 - 0010	02/09/17	103930	Hochstein Nursery Llc		Mt Tabor Nursery Stock	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	5,000.00						
22207166 - 0010	02/28/17	114595	Matheus Lumber Company Inc	31000382	Plywood Order	C	PKPR000039	Structural Services	100000	PK00	PKPR000039	533000	5,000.00						5,000.00
22208622 - 0010	03/22/17	104174	Raymond Martin		Nursery Stock For Mt. Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	1,058.00						
22209414 - 0010	04/04/17	105321	Sevenoaks Native Nursery Llc		Nursery Stock, Mt Tabor, Fy 16-17	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	2,184.50						
22210160 - 0010	04/14/17	100697	Merryman Bames Architects Inc	30004550	Fulton Cc Classroom Repairs	C	PKPR000037	Engineering	100000	PK00	PKPR000037	521000	2,500.00						
22210612 - 0010	04/24/17	100995	Resolutions Northwest	30005682	To1 Dialogue Sessions Smt Dec Fest	C	PKDI000007	Pks Equity & Inc Pgm	100000	PK00	PKDI000007	521000	5,495.00						
22210722 - 0010	04/25/17	115304	G2 Hazmat Testing	30005379	G2 Hazmat Testing (city Contract)	C	PKAM000002	Asset Mgmt Program	100000	PK00	PKAM000002	521000	345.23						
22211090 - 0010	05/01/17	105321	Sevenoaks Native Nursery Llc		Nursery Stock For Mt. Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	3,283.50						
22212204 - 0010	05/15/17	100487	Jla Public Involvement Inc	30005697	To1 Grant Park Off-leash Meeting	C	PKWC000015	Public Involvement	100000	PK00	PKWC000015	521000	1,128.09						
22213326 - 0010	05/30/17	104812	Clear Water Growers Ltd		Nursery Stock / Mt Tabor Nursery / 2017	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	259.50						
22213333 - 0010	05/30/17	104812	Clear Water Growers Ltd		Nursery Stock For Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	949.50						
22213604 - 0010	06/02/17	104861	Fazio Bros Sand Co Inc	31000789	Sand	C	PKPR000008	Athletic Fid Svcs	100000	PK00	PKPR000008	532000	1,179.50						
22213882 - 0010	06/07/17	108380	Yoshitomi Brothers Inc		Nursery Stock, Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	1,456.49						
22216119 - 0010	07/03/17	102109	Genuine Parts Company	31000759	Auto Parts For Shop 2017-2018 Fy	C	PKPR000003	Turf Maintenance	100000	PK00	PKPR000003	533400	13,710.87						13,710.87
22216497 - 0010	07/06/17	105592	B K Reilly And Company	31000930	Chemicals	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532200	6,544.38						
22216498 - 0020	07/06/17	105592	B K Reilly And Company	31000930	Add \$ To Dpo 22216498	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532200	10,476.97						10,476.97
22216501 - 0010	07/06/17	116680	Interlocked Filtration Systems Llc	31000541	Uv Maintenance	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	524000	554.14						
22216502 - 0010	07/06/17	116680	Interlocked Filtration Systems Llc	31000541	Uv Maintenance	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	524000	2,812.93						
22216503 - 0010	07/06/17	116680	Interlocked Filtration Systems Llc	31000969	Accu-tab Feeders And Chemicals	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532000	6,898.00						
22216504 - 0010	07/06/17	116680	Interlocked Filtration Systems Llc	31000969	Accu-tab Feeders And Chemicals	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532000	1,388.00						
22216916 - 0020	07/12/17	105450	Nw Cascade Inc	31000386	Portabel Toilet Fees For Athletics/cust	C	PKWC000028	Customer Svc Ctr	100000	PK00	PKWC000028	522600	24,471.71						24,471.71
22217755 - 0010	07/26/17	118816	Inner City Basketball		Basketball Camp-epcc	C	PKPR000045	Pk Teen Program	100000	PK00	PKPR000045	529000	2,000.00						
22217781 - 0010	07/26/17	111504	Pacific Patrol Services Inc		Pps At Director's Park	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	524000	4,440.28						
22218708 - 0010	08/10/17	103824	Powell Paint Center	31000545	Paint Supplies Fy2017-2018	C	PKAM000004	Amenities	100000	PK00	PKAM000004	533000	11.48						
22218708 - 0020	08/10/17	103824	Powell Paint Center	31000545	Add \$10,000 To Paint Supplies	C	PKAM000004	Amenities	100000	PK00	PKAM000004	533000	4,533.05						4,533.05
22218860	08/11/17	101475	Relay Resources	31000954	Dpo 22218860 Change I/o	C	9PKCN0007130	Washington Park	100000	PK00	PKCN000002	524000	32,551.59	6/30/2018	2200007198				24,116.08
22218899	08/14/17	102952	Portland Business Alliance	31000572	Dpo 22218899 Change I/o	C	9PKCN0007130	Washington Park	100000	PK00	PKCN000002	529000	8,329.00	6/30/2018	2200007198	8,435.51		6,061.00	
22218989 - 0020	08/15/17	103513	Satcom Global Inc		Satellite Phone - Director Office	C	PKDI000001	Director's Office	100000	PK00	PKDI000001	529000	29.75						
22218989 - 0030	08/15/17	103513	Satcom Global Inc		Security Phone - Dpo 22218989	C	PKWC000021	Security Coordinator	100000	PK00	PKWC000021	529000	73.29						
22219588 - 0020	08/25/17	103100	Verde	30005743	To1 Engaging Latino/hispanic C	C	PKSB000004	Planning	100000	PK00	PKSB000004	521000	3,364.75						3,364.75
22219588 - 0030	08/25/17	103100	Verde	30005743	Verde - Amendment #1 To Dpo 22219588	C	PKDI000007	Pks Equity & Inc Pgm	100000	PK00	PKDI000007	521000	3,750.00						
22219588 - 0040	08/25/17	103100	Verde	30005743	Verde - Amendment #1 To Dpo 22219588	C	PKDI000002	Finance	100000	PK00	PKDI000002	521000	1,894.54						1,894.54
22220130 - 0010	09/05/17	119682	Narwhal Met Llc	31001064	To#1 Fy18 Daily Weather Reporting	C	PKWC000021	Security Coordinator	100000	PK00	PKWC000021	521000	275.00						
22220341 - 0010	09/07/17	102404	Derrell Walker		Ic Agreement For Derrell Walker	C	PKPR000021	Matt Dishman Cc	100000	PK00	PKPR000021	529000							



22233693 - 0010	04/27/18	113513	Watershed Lic		Ranger Uniforms - Watershed Lic	C	PKWC000021	Security Coordinator	100000	PK00	PKWC000021	535000	22.25						
22233804	05/01/18	105739	Multnomah County	30004377	Mso	C	9PKWC0080025	Security Coordinator	100000	PK00	PKWC000021	529000	15,000.00	6/30/2018	2200007198			15,000.00	
22233841 - 0010	05/01/18	119613	John Goff		Performance At Event	C	PKPR000017	East Portland Cc	100000	PK00	PKPR000017	529000	225.00						
22234711 - 0030	05/10/18	106235	First Response Inc		First Response June	C	PKPR000041	Parks & Rec Admin	100000	PK00	PKPR000041	524000	350.00						
22234721 - 0010	05/10/18	101799	Kpff Inc	30004549	Civil Engr/parking Stall Wildwood	C	PKLM000002	Westside Lands Manag	100000	PK00	PKLM000002	521000	8,254.00						8,045.7
22234730 - 0010	05/10/18	102958	Bound Tree Medical Lic		Boundtree Medical #82853058	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532200	64.35						
22235073 - 0010	05/15/18	118351	All American First Aid And Cpr		All American First Aid	C	PKWC000021	Security Coordinator	100000	PK00	PKWC000021	532200	2,000.00						2,000.00
22235374 - 0010	05/17/18	116655	Cascade Dive Co		Poets Beach Swim Rope Install	C	PKSB000004	Planning	100000	PK00	PKSB000004	524000	7,500.00						7,500.00
22235467 - 0010	05/18/18	120030	Yuji Hiratsuka		Print Presentation&lecture July16th-20th	C	PKWC000020	Multnomah Arts Ctr	100000	PK00	PKWC000020	529000	700.00						
22235662 - 0010	05/22/18	117643	Als Garden Center & Greenhouses Lic		Annuals, Mt Tabor Nursery	C	PKCN000009	Horticultural Svcs	100000	PK00	PKCN000009	532000	6,767.70						
22235663 - 0010	05/22/18	119278	Central Welding Supply Co Inc		Central Welding Payments For Sjcc	C	PKPR000023	St. Johns Cc	100000	PK00	PKPR000023	529000	10.62						
22235983 - 0010	05/25/18	110487	Salmon Safe	30006303	Salmon Safe Recertification 2018	C	PKLM000001	Land Stewardship Adm	100000	PK00	PKLM000001	521000	17,800.00						17,800.00
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKCN1007125	Cn West Zone	100000	PK00	PKCN000001	524000	195.68	6/30/2018	2200007198			195.68	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKCN0008100	Urban Forestry Ops	100000	PK00	PKCN000006	524000	525.45	6/30/2018	2200007198			525.45	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKLM0002001	Westside Lands Manag	100000	PK00	PKLM000002	524000	108.14	6/30/2018	2200007198			108.14	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0020050	Hillside Cc	100000	PK00	PKPR000004	524000	2,221.91	6/30/2018	2200007198			2,221.91	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0034015	Community Ctr Managr	100000	PK00	PKPR000006	524000	54.08	6/30/2018	2200007198			54.08	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0023050	Fulton Cc	100000	PK00	PKPR000009	524000	1,812.63	6/30/2018	2200007198			1,812.63	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0023100	Southwest Cc	100000	PK00	PKPR000010	524000	7,511.01	6/30/2018	2200007198			7,511.01	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0026048	Mt Scott Cc	100000	PK00	PKPR000013	524000	11,906.15	6/30/2018	2200007198			11,906.15	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0026100	Sellwood Cc	100000	PK00	PKPR000014	524000	2,241.56	6/30/2018	2200007198			2,241.56	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0029015	East Portland Cc	100000	PK00	PKPR000017	524000	7,210.07	6/30/2018	2200007198			7,210.07	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0029080	Montavilla Cc	100000	PK00	PKPR000018	524000	3,376.52	6/30/2018	2200007198			3,376.52	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR1032140	Arts, Culture & Se	100000	PK00	PKPR000019	524000	275.97	6/30/2018	2200007198			275.97	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0032010	Matt Dishman Cc	100000	PK00	PKPR000021	524000	9,265.97	6/30/2018	2200007198			9,265.97	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0032100	Peninsula Park Cc	100000	PK00	PKPR000022	524000	4,900.60	6/30/2018	2200007198			4,900.60	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0032150	St. Johns Cc	100000	PK00	PKPR000023	524000	2,998.93	6/30/2018	2200007198			2,998.93	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0032208	Charles Jordan Cc	100000	PK00	PKPR000024	524000	7,979.93	6/30/2018	2200007198			7,979.93	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0018015	Aquatics Admin	100000	PK00	PKPR000025	524000	54.08	6/30/2018	2200007198			54.08	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0040050	Structural Services	100000	PK00	PKPR000039	524000	3,253.40	6/30/2018	2200007198			3,253.40	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0066010	Athletics Admin	100000	PK00	PKPR000040	524000	555.32	6/30/2018	2200007198			555.32	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKPR0067020	Portland Tennis Ctr	100000	PK00	PKPR000043	524000	3,082.31	6/30/2018	2200007198			3,082.31	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKWC0071040	Community Music Ctr	100000	PK00	PKWC000017	524000	764.89	6/30/2018	2200007198			764.89	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKWC0078025	Multnomah Arts Ctr	100000	PK00	PKWC000020	524000	8,505.28	6/30/2018	2200007198			8,505.28	
22236131	05/30/18	101475	Relay Resources	31001063	Relay Resources June. 2018	O	9PKWC0080025	Security Coordinator	100000	PK00	PKWC000021	524000	128.36	6/30/2018	2200007198			128.36	
22236551 - 0010	06/04/18	109608	Rexius Forest By-products Inc	31001039	Playchips For Southeast Zone	C	PKPR000016	Svcs East Zone Ops	100000	PK00	PKPR000016	532000	3,225.52						
22236556 - 0010	06/04/18	119278	Central Welding Supply Co Inc	31001312	Co2	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532000	50.55						
22236557 - 0010	06/04/18	119278	Central Welding Supply Co Inc	31001312	Co2	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532000	1,614.28						
22237614 - 0010	06/20/18	106632	Madden Industrial Craftsmen Inc	31000876	Loo Maintenance And Refurbishment	C	PKSB000003	Property Management	100000	PK00	PKSB000003	529000	147.00						147.00
22237686 - 0010	06/20/18	119518	Ronny Hermiz		Ronny Hermiz	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	300.00						
22237687 - 0010	06/20/18	118645	George R Mcallister		DJ George, George Mcallister	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	750.00						
22237688 - 0010	06/20/18	118645	George R Mcallister		DJ George, George Mcallister	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	150.00						
22237689 - 0010	06/20/18	115613	Prashant Kakad		DJ Prashant, Kakad Prashant	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	300.00						
22237691 - 0010	06/20/18	118645	George R Mcallister		DJ George, George Mcallister	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	225.00						
22237692 - 0010	06/20/18	116865	Nicholas Gefroh		Palante, Nick Gefroh	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	1,300.00						
22237693 - 0010	06/20/18	118645	George R Mcallister		DJ George Mcallister	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	2,550.00						
22237695 - 0010	06/20/18	106632	Madden Industrial Craftsmen Inc	31000876	Loo Maintenance And Refurbishment	C	PKSB000003	Property Management	100000	PK00	PKSB000003	529000	63,500.00						63,500.00
22237707 - 0010	06/20/18	111070	Original Practice Shakespeare		Ops, Brian Allard	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	600.00						
22237708 - 0010	06/20/18	112765	Andre Temkin		Chervona, Andre Temkin	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	1,100.00						
22237887 - 0010	06/21/18	120508	Eat Music Lic		Eric Kaiser, French Troubadour	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	500.00						
22237889 - 0010	06/21/18	117715	Wanderlust Circus Inc		Wanderlust Circus, Noah Mickens	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	1,100.00						
22237890 - 0010	06/21/18	120509	Simeon Jacob		DJ Simeon Jacob	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	300.00						
22237902 - 0010	06/21/18	120510	Joceline Scott		Jojo, Joceline Scott	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	200.00						
22237903 - 0010	06/21/18	106203	Mity-lite Inc		Furniture	C	PKPR000025	Aquatics Admin	100000	PK00	PKPR000025	532000	2,182.53						
22238011 - 0010	06/25/18	101712	Glacier Northwest Inc		Screen Sand For West Zone	C	PKPR000007	Svcs Sw Ops	100000	PK00	PKPR000007	533000	274.65						
22238018 - 0010	06/25/18	118645	George R Mcallister		DJ George Mcallister	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	529000	150.00						
22238138 - 0010	06/26/18	120526	Lev Anderson		DJ Brownbag, Lev Anderson	C	PKPR000046	Urban Parks Programm	100000	PK00	PKPR000046	5							