



September 9, 2021

TO: Mayor Ted Wheeler
Commissioner Carmen Rubio
Commissioner Jo Ann Hardesty
Commissioner Mingus Mapps
Commissioner Dan Ryan
Jessica Kinard, Director, City Budget Office

FROM: Adena Long, Director, Portland Parks & Recreation



RE: 2021 Fall Budget Monitoring Process

Portland Parks & Recreation's (PP&R) Fall BMP proposal includes resources from the Parks Local Option Levy (Parks Levy) that voters passed in November 2020. PP&R is excited about the community's investment in their parks and recreation system, and we are humbled by their trust in PP&R.

With general funds, earned revenue, and Parks Levy resources, PP&R is committed to providing all Portlanders with a healthy, welcoming, and accessible parks and recreation system. Voters overwhelmingly approved the Parks Levy so that PP&R could provide:

- Recreation for All – increasing access to recreation services.
- Protect and Grow Nature – maintaining parks, improving the health of natural areas, and increasing tree planting and care for Portland's tree canopy and the benefits it provides.
- Community Partnerships – building strong community partnerships and increasing engagement with culturally-specific and community-based organizations so PP&R understands how to meet the needs of underserved communities.

The Parks Levy is estimated to generate an average of \$48 million per year over the next five years. Traditionally, Parks Levy resources would not have become available to the bureau until November 2021, but to help meet the promise of restoring recreation for Summer 2021, in February, City Council approved an interfund loan and supplemental budget to provide early access to revenues.

Administration

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Among many other things, those resources allowed PP&R to hire over 1,000 seasonal employees to help deliver a COVID-19 responsive summer program that included over 7,000 swim lessons, summer camps for over 1,800 children, nutritious lunches served at over 30 sites, and fitness in the park classes to over 2,400 Portlanders. The bureau also doubled Nature Day Camp participation and doubled the number of young Portlanders participating in the Youth Conservation Crew who learned how to plant trees, restore landscapes, and build trails while gaining valuable work experience.

The community has told PP&R for years that the cost of participating in programs is a barrier for many underserved groups, and with Park Levy resources, the bureau was able to pilot a “Pay What You Can” pricing model for summer 2021. PP&R was also able to strengthen partnerships with community partners to encourage Portlanders who have not participated with the bureau in the past to register for programming and to apply for full-time and seasonal jobs. Early Parks Levy funds were also invested in the organizational infrastructure necessary to deliver full Parks Levy operations to the community.

PP&R will collect and analyze the data from our summer programming and use the findings and ongoing community engagement to inform future efforts as we center Black people, Indigenous people, People of Color, people living with disabilities, families earning low incomes, and other underserved communities in our decision-making.

Under the leadership of Parks Commissioner Carmen Rubio, I'm proud to share the next phase of the Parks Levy, a request of \$13.7 million in annual spending and an additional \$18.9 million in one-time investments over the next several years.

This request includes the addition of 90.5 permanent positions to better deliver more equitable parks and recreation services to the community, including:

- 41.5 positions to increase the daily care and maintenance of Portlanders' parks and natural areas. This means scaling up day-to-day care and maintenance operations like picking up garbage, removing invasive species, and caring for plants so that all Portlanders feel welcome and safe in their parks.
- 23 positions to ensure PP&R is even more responsive to tree emergencies, to equitably increase Portland's urban canopy, to improve service and outcomes for tree regulatory functions, and – for the first time ever – make resources available to proactively care for and maintain park trees.

- PP&R will also create an Indigenous / Native Coordinator position to lead the dialogue around land use practice and policy of harvesting, pest management, salmon-safe activities, planning projects and capital project design review. This position will play a key role in providing opportunities for the Indigenous community to connect with parks and nature across the portfolio of Portland Parks & Recreation. In addition, this position will help coordinate land acknowledgement implementation, tribal work plan management with the Office of Government Relations, park (re)naming and community outreach and engagement for parks programs and services.
- Based on past input from the Native Gathering Garden Program Steering Committee, PP&R will create a Community Gardens position to provide culturally informed site maintenance and community engagement support at the Native Gathering Garden at Cully Park.
- 20 positions, primarily in Professional Repair and Maintenance Services, to care for the community's built assets in its parks and recreation system including: playgrounds, picnic shelters, restrooms, community centers, and so much more. This request also includes a new Carpenter dedicated solely to removing ADA barriers throughout the parks system and a new apprentice program for our trades positions to help grow skills in our community and diversify our workforce.
- PP&R's security program will convert two limited-term positions to regular full-time roles to support Park Rangers.
- The Equity & Inclusion team will add an ADA Coordinator to provide consistent guidance on disability and accessibility for bureau staff and community members to improve access and ensure regulatory compliance.
- PP&R will also add three positions to develop the capacity to deliver on an enhanced mission of access and equity in Recreation Services.
- Finally, PP&R will invest an additional \$4.2 million in recreation services to continue reducing cost as a barrier for program participants while alleviating the pressure to earn revenues so staff can focus on delivering a public service. This investment comes on top of a reduced revenue target in the Adopted Budget, bringing the total target down by over \$10 million in FY 2021-22. This will increase access for underserved community members to benefit from things like life-saving swim lessons, after-school programs for youth, and exercise programming to improve Portlanders' physical and mental health.

These investments will support the bureau to achieve the goals of the Parks Levy while also helping PP&R deliver a welcoming and equitable parks and recreation system that our community needs. I am very proud of how the bureau has continued to respond to crises in our community like COVID-19, wildfires, and extreme heat while remaining laser-focused on ramping up for the full operations of the Parks Levy.

To achieve, maintain, and sustain equitable services and programs over the long-term, PP&R will continue its Sustainable Future work. The Parks Levy is the first step as the bureau works to identify options to address the parks system's growing deferred maintenance gap, as well park, recreation, and tree canopy service gaps. I look forward to working with City Council to achieve this long-term vision.



September 15, 2021

Dear Mayor Wheeler and City Council,

Due to the size and significance of the proposed FY 2021-22 Fall Budget Monitoring Process request (Fall BMP), the Budget Advisory Committee (BAC) for Portland Parks & Recreation (PP&R), reviewed the Fall BMP over two meetings in August and September. The BAC fully supports this Fall BMP request and asks for its approval by the Portland City Council.

Voters overwhelmingly approved a five-year operating levy in November 2020 (Parks Levy) to provide, among other things, protection of natural areas, delivery of recreation programs, equity-focused delivery of events and programs (by, among other things, removing cost as a barrier), improving preventative and traditional maintenance of parks and natural areas, planting of trees in communities with low canopy coverage, protecting existing park trees, modernizing of data systems, and prioritizing services to communities of color and households experiencing financial hardship (including through the use of partnership grants). The BAC found PP&R's Fall BMP request to be consistent with these commitments made to voters.

The BAC compliments PP&R for beginning to deliver on promises made to Portland's communities by providing COVID-19 responsive summer programming and stabilizing services since the City Council approved access to Park Levy resources in February 2021. The Fall BMP request will allow PP&R to:

- increase capacity to provide for the daily care and maintenance of Portlanders' parks, natural areas and built assets
- increase investments in the urban forest, including increasing the urban canopy, improving responsiveness to tree emergencies, and, for the first time, proactively caring for and maintaining park trees
- create new scholarship and financial access programs, such as PP&R's "pay what you can" program, to reduce barriers for financially-strapped Portlanders to access PP&R programs like swim lessons, day camps, and exercise classes
- increase investment and support for formal partnerships with community-based organizations to improve capacity building, culturally specific coordination, and outreach and navigation support thereby contributing to PP&R meeting the needs of all Portlanders, particularly those who have been historically underserved
- expand and improve the workspaces for PP&R workers to ensure they are safe, efficient, and more welcoming to the public and workers alike

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The BAC believes that the Fall BMP and the Parks Levy represent the start of a long overdue investment. The growth of our city over the past decade has placed a material strain on PP&R's assets and services. Indeed, field staff are working in small office spaces, sometimes with shared equipment and desk space, and storage areas for trucks and equipment are at or over capacity (requiring employees to devote too much time to simply finding safe nightly storage space for equipment). The Parks Levy is an opportunity to rebalance the provision of critical public services, and, hopefully, boost employee morale. The BAC appreciates that PP&R is centering its efforts to support Black People, Indigenous People, People of Color, Immigrant and Refugee communities, people living with low incomes, people with disabilities, and older adults.

The Fall BMP and the Parks Levy are positive first steps to help improve and maintain our critical parks infrastructure. But it falls well short of what is needed for the level of parks, natural areas, and programs that Portlanders have come to expect and enjoy to continue to exist in the future. The BAC strongly encourages City Council to support PP&R's Sustainable Future work to identify alternative and sustainable funding sources to, among other things: address PP&R's over \$500 million major maintenance backlog; and close service and location gaps in parks, natural areas, recreation facilities, trees and tree maintenance, and programming.

Of particular note is that the Fall BMP and Parks Levy provide for the planting of additional trees in low-income, racially diverse neighborhoods, but not for maintenance of street trees. Residents in tree-deficient areas have been reluctant to welcome new street trees to their neighborhood if they are burdened with the maintenance cost. The City must prioritize efforts to identify and secure long-term funding for assuming street tree maintenance.

In addition, with the realities of a hotter drier climate, in order to provide green beautiful spaces for all Portlanders we need to continue adding climate adapted plants that will thrive while being efficient with our water resources. Horticulturists, Botanic technicians and Botanic specialists will be leading this work. Supporting the land stewardship group will enable PP&R to be proactive in creating the resilient landscapes Portland needs to be a climate adapted city.

All of this work will take time and commitment, not only from PP&R staff, but City Council and the community.

We recommend that City Council approve the Fall BMP request. COVID-19 and the heat wave of this summer have clearly demonstrated the value of our parks and recreation system as essential infrastructure. "Healthy Parks, Healthy Portland" is not just a tag line – PP&R's operations have an important and lasting impacts on the public health of Portlanders.

Respectfully,

Budget Advisory Committee

Bonnie Gee Yosick, Chair, Parks Board
John Casey Mills, Parks Board
Mike Elliott, Parks Board
Sabrina Wilson, Parks Board
Paul Agrimis, Parks Board
Erin Zollenkopf, Parks Board
Randy Gragg, Portland Parks Foundation
Jeremy Robbins, Accessibility Advisory Committee
Andre Middleton, Friends of Noise
JR Lilly, East Portland Action Plan
Megan Van de Mark, Urban Forestry Commission
Luis Flores, Portland City Laborers (PCL)
Ted Bryan, Laborers Local 483 - Recreation
Martin Nicholson, PTE17 Bargaining Unit



October 7, 2021

Dear Mayor Wheeler and City Council,

The Parks Levy Oversight Committee (PLOC) reviewed the FY 2021-22 Fall Budget Monitoring Process request (Fall BMP) in September due to the significant role of Parks Local Option Levy (Parks Levy). The PLOC supports this Fall BMP request and asks for its approval by the Portland City Council.

Voters overwhelmingly approved the Portland Parks & Recreation (PP&R) five-year operating levy in November 2020 (Parks Levy) to provide protection of natural areas; delivery of recreation programs; equity-focused delivery of events and programs (by, among other things, removing cost as a barrier for a greater number of community members); improving preventative and traditional maintenance of parks and natural areas; planting of trees in communities with low canopy coverage; protecting existing park trees; modernizing of data systems; prioritizing services to Black, Indigenous, people of color and households experiencing financial hardship (including through the use of partnership grants); and more. The PLOC found PP&R's Fall BMP request is consistent with these commitments made to voters.

The PLOC was established in July 2021 as an advisory body to the PP&R Director to review and advise the Bureau on Parks Levy expenditures, commitments to voters, Parks Levy transparency and communication, and an independent audit. The PLOC looks forward to interfacing with City Council with an annual report, sharing program process and alignment with Parks Levy goals. This year, PLOC compliments PP&R for beginning to deliver on promises made to Portland's communities by providing COVID-19 responsive summer programming and stabilizing services since the City Council approved access to Park Levy resources in February 2021.

Of note is that the Fall BMP and Parks Levy proposes additional investment in Recreation Services to reduce cost as barrier for program participants and alleviates pressure to earn revenues in FY 2021-22. The proposed budget drops the revenue target by over \$4 million in the Fall BMP, which, combined with initial revenue adjustments in the FY 2021-22 adopted budget, add up to over \$10 million in tuition support for programs. This offset is paramount as it allows PP&R to address pandemic related demand and re-start challenges, particularly in a revenue-uncertain environment. Additionally, the investment allows PP&R to create new scholarship and financial access programs, such as the "Pay What You Can" program, to further reduce barriers for financially-strapped Portlanders to access PP&R programs like swim lessons, day camps, and exercise classes. Swim lessons are a vital safety program for our community, day camps provide structured activities for children and provide safe daycare options for parents, and exercise classes give people a variety of offerings to promote health and fitness.

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This investment in recreation services has significant impact, particularly given that historical levels of annual scholarships were in the range of \$600,000-\$700,000. As PP&R continues to center equity in decision-making, the PLOC encourages the continued acknowledgement of the wide variety of economic means across the community – and supports exploring donation options to help subsidize equitable access.

The PLOC also appreciates the investment in Land Stewardship division, particularly in continuing to protect water quality and ecological health. As this summer demonstrated, the harsh realities of a hotter and drier climate are here. PP&R's proactive work in creating resilient landscapes and prioritizing protecting and growing nature are essential in creating a climate resilient city. Part of that protection also includes caring for what the community has already invested in through their volunteer hours, use of outdoor spaces as innovative classroom experiences, prioritization of natural areas, and more. The Parks Levy commitment to improve maintenance will ensure that parks and natural areas remain safe, clean, and healthy spaces to learn and connect.

The Fall BMP and the Parks Levy are positive first steps to help improve and maintain critical parks services for all Portlanders. However, in order for Portlanders to continue to enjoy the parks, natural areas, and programs Parks and Rec offers for generations to come, the PLOC strongly encourages City Council to support PP&R's Sustainable Future work to identify alternative and sustainable funding sources to, among other things:

- Address PP&R's over \$500 million deferred maintenance backlog; and
- Close service and location gaps in parks, natural areas, recreation facilities, trees and tree maintenance, and programming.

All of this work will take time and commitment, not only from PP&R staff, but City Council and the community. We recommend that City Council approve the Fall BMP request. The investments being made with the Parks Levy are a step towards creating a healthy park and recreation system – one that supports ecological sustainability, equitable benefits, and healthy Portlanders.

Respectfully,

Parks Levy Oversight Committee

Alescia Blakely
Judy Bluehorse Skelton
Maria Velez
Paul Agrimis
Silas Sanderson

PK - Portland Parks & Recreation

DP Type

Encumbrance Carryover

Request Name: 12490 -General Fund Carryover

Package Description

PP&R is requesting General Fund resource to support \$1.58M of encumbrance carryovers from FY20-21 (see attached PO listing report). PP&R finished FY20-21 underutilizing nearly \$4.4M of General Fund resources, sufficient to support these prior year commitments.

Service Impacts

Funding support for these carryover requests will allow PP&R to maintain existing service levels and minimize disruption to operational staff.

Equity Impacts

None.

2021-22 FALL Requested Adj		
Expense	Capital Outlay	680,998
	External Materials and Services	895,200
Expense	Sum:	\$1,576,198

2021-22 FALL Requested Adj		
Revenue	General Fund Discretionary	1,576,198
Revenue	Sum:	\$1,576,198

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12491 -RS_01: Reduce Cost as a Barrier

Package Description

Historically, Recreation has depended on fee revenue to keep pace with inflation in order to provide services. This has created challenges for communities for whom cost was already a barrier. In addition, the previous scholarship system placed the burden on participants to provide documentation and proof of need, negatively impacted community center forgone revenue and created inconsistent and inequitable access to programs. This package provides the opportunity to stabilize programming by removing the dependency on program revenue and reduce cost as a barrier for program participants.

Finally, this package allows Recreation to keep standing-up and adapting programming to fit current public health guidelines as the COVID-19 pandemic continues to impact the community.

Service Impacts

For many years, some in our community have seen the price to access PP&R programs like swim lessons, day camps, and exercise classes as a barrier. PP&R's request includes creating new scholarship and financial access programs, such as its "pay what you can" program, to reduce the bureau's dependence on program fees and reduce cost as a barrier for Portlanders. This package will allow for the opportunity to stabilize and commit to programming without relying on revenue to ensure delivery of programs. The desired result is that cost will not be a barrier to participation for any Portlander.

Equity Impacts

This package will prioritize low income Portlanders in all geographic areas of Portland. We will integrate various forms of data collection, including participant surveys, staff assessments, partner and community engagement to ensure we are reaching and engaging identified communities.

2021-22 FALL Requested Adj		
Expense	Contingency	-4,160,000
	Fund Transfers - Expense	4,160,000
Expense	Sum:	\$0

2021-22 FALL Requested Adj		
Revenue	Charges for Services	-3,725,034
	Fund Transfers - Revenue	4,160,000
	Intergovernmental	-36,921
	Miscellaneous	-398,045
Revenue	Sum:	\$0

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12492 -RS_02: Fitness Equipment Replacement Plan

Package Description

Portland Parks & Recreation's five regional community centers each have fitness centers that provide specialized equipment for users in achieving their fitness goals, including cardio workouts, strength training and flexibility, etc. These machines provide wide-ranging methods to work on various fitness areas and are a vital component for any provider of health and fitness. The quality and safety of this equipment diminishes over time, and the fitness industry standard for replacement of equipment to ensure safety and quality service is 6 years. Until recently, no process or funding existed to provide for any replacement of fitness equipment. With the ongoing funding of an annual fitness equipment replacement fund, Portland Parks & Recreation has been able to initiate a strategic approach to replace outdated equipment over time, with ongoing replacement of fitness equipment in a scheduled, safe and equitable way. A reduction of fitness equipment replacement funding by \$5,000 per site (\$25,000 total) occurred for FY 2021, reducing the ability to safely replace existing outdated equipment, and putting replacement on a safe operational level.

Service Impacts

Restoring full funding of this annual replacement fund will support the clear need to remove outdated/unsafe equipment in exchange for equipment that meets safety and use standards.

Equity Impacts

Portlanders living across the city will have access to quality fitness equipment provided through all regional community centers that is safe, provides for a variety of fitness goals and outcomes, and is affordable and accessible to all. Replacing rather than removing aging fitness equipment within community centers recognizes the value of offering sustainable fitness options to support the health and well-being of those who do not have access to private health clubs and programs or who wish to combine fitness programming with other recreation activities they participate in.

2021-22 FALL Requested Adj		
Expense	Contingency	-25,000
	External Materials and Services	25,000
	Fund Transfers - Expense	25,000
Expense	Sum:	\$25,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	25,000
Revenue	Sum:	\$25,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12493 -RS_04: Summer Park Squad Program

Package Description

Teen Services has been focused on providing caring adults to engage youth through pro-social activities. PP&R has been one the largest employers for youth summer employment and skill building. Over the last five years, the youth leadership program, Park Squad has increased youth job readiness and leadership skill building. Park Squad is a nine-week program that provides a cohort of teens with leadership training, work experiences, and mentoring. Over the five years of its existence, we have seen an amazing group and community leadership growth from youth who participate. The Park Squad program has only impacted a small number of teens. This proposal will allow the program to double in size and provide a greater impact to youth throughout the city.

Since 2014, Teen Services has been focused within Portland's north, northeast and outer east regions. Due to budget reallocation in 2014, west side programs were eliminated. TeenForce provides representation and employs caring staff, who look like the youth we engage. As a result, programs were built in five regional community centers. One of the more successful programs within Teen services has been the Park Squad program. A leadership and employment program with a focus on positive connections with youth.

Previous budget reallocations were designed to provide improved impacts to marginalized communities. Some reallocated funds were used to pilot a summer leadership program for youth (Park Squad). Park Squad consisted of 15 - 20 youth interns learning various roles and positions within PP&R. The success of the program has garnered requests for program expansion from internal stakeholders as well as community partners. This proposal requests increased capacity to support 40 – 45 youth in the Park Squad Summer Leadership Program. Engagement efforts would center around improved collaboration with culturally specific community partners.

Service Impacts

Park Squad's primary focus of employing youth has seen youth citywide gain a greater knowledge of the Park system and the opportunities that are available. Targeting marginalized communities, the PP&R Teen staff have engaged youth in a way that increases job readiness and provides the first step in professional development and readiness by helping to build work history. This engagement builds on the value of individual self-worth and a strong connection to the Portland community.

In addition to the personal growth for youth, the program serves as a gateway for young adults from targeted communities to gain access to PP&R's workforce. One of the goals of the program is to introduce youth to professions that they may choose to pursue in future years. In the program, participants will be introduced to the City's hiring practices, training programs, and mentorship from Parks professionals through all of PP&R's divisions. This process also assists with the Bureau's and City's goal of diversifying the workforce. One portion of the Park Squad experience is Workshop Wednesdays. This program component provides education and training from internal City stakeholders (including BHR, Managers, supporting Bureaus, and when available, City leadership). The information gathered from these sessions will assist participants in navigating hiring and onboarding processes and provide a holistic view of city government and career opportunities.

Equity Impacts

If the program is successful, we will build a strong base of young adults of color that will become potential employees of PP&R and the City. As these employees join the workforce their experience and influence will have an impact and help shape the work culture of the Bureau. Creating a more diverse workforce will lead to an improved workplace culture. The new employees will also serve as liaisons to all communities interested in working for the PP&R or the City.

2021-22 FALL Requested Adj		
Expense	Contingency	-210,301
	External Materials and Services	12,000
	Fund Transfers - Expense	210,301
	Personnel	198,301
Expense	Sum:	\$210,301

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	210,301
Revenue	Sum:	\$210,301

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12494 -RS_07: Recreation Central Operation Supports

Package Description

This package will address existing pre-COVID capacity deficiencies, continue innovation developed under COVID-19 response, create capacity for process improvement and policy development, and increase capacity for growing partner relationships and community outreach needed to meet Park Levy goals.

This package includes funding for 2.0 FTE Non-Rep Coordinator II positions and a 1.0 FTE Non-Rep Analyst I position.

Position Descriptions:

The Coordinator II – Projects position will 1) manage increased and enhanced division staff development and training including the year round Interrupting Oppressions series for regular and eventually casual staff, 2) liaison to Community Relations on behalf of the Recreation Division, 3) manage policy development and standard operating procedures, 4) coordinate customer survey collection and reporting, 5) support community engagement tracking and reporting, and 6) coordinate division use of the Racial Equity Lens.

The Coordinator II – Outreach position will 1) create systems and capacity for new partner relationships and outreach and support the youth employment pipeline. The redesign of recreation community outreach would provide improved collaboration with community partners. First steps would include leveraging existing relationships with Teen Collaborative Initiative (TCI) and Schools Uniting Neighborhoods (SUN) Partners and expanding relationships with community agencies, 2) be responsible for central communication with external partners, and work with the Community Engagement Team to create an annual community engagement plan for Recreation to map out the timing for seeking feedback that can be used in upcoming process improvement work, and 3) keep the Equity in Action committee leads informed of partner work, timelines and feedback.

The Analyst I position will 1) work closely with FP&A on performance measure tracking, evaluation and process improvement, 2) conduct budget literacy training and resource development, and 3) develop and maintain quarterly reporting on program delivery and equity growth to help programmers evaluate and improve services to better meet levy goals. 4) The position will coordinate dry-side seasonal hiring similar to the existing supports in place for Aquatics and will work closely with Workforce Development in the development and facilitation of division systems that integrate into the bureau hiring operations and carry forward equity-centered improvements to the recruitment, hiring, and onboarding of seasonal staff.

Service Impacts

The desired outcomes are increased satisfaction and retention of staff and customers that identify as Black, Indigenous, and People of Color (BIPOC), LGBTQ+ and people living with disabilities. As we strive to create better access and connection with prioritized communities, we need to right-size internal supports to evolve practices that 1) foster a healthy work culture that identifies and dismantles white supremacy culture and 2) equip employees to successfully deliver welcoming services to a more inclusive and diverse customer community.

Equity Impacts

These positions significantly increase capacity to identify and interrupt systemic racism in hiring, service delivery, partner relationships, and employee culture. BIPOC staff and customers will benefit through improvements to their experience in our work culture and service delivery.

2021-22 FALL Requested Adj		
Expense	Contingency	-131,109
	Fund Transfers - Expense	131,109
	Internal Materials and Services	9,000
	Personnel	122,109
Expense	Sum:	\$131,109

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	131,109
Revenue	Sum:	\$131,109

Position Detail

F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30003006 - Analyst I	1.00	26,759	0	2,047	11,897	40,703
30003028 - Coordinator II	2.00	53,518	0	4,094	23,794	81,406
Total	3.00	80,277	0		35,691	122,109

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12495 -UF_04: Policy & Administration

Package Description

This package requests an Analyst II to lead updates, performance evaluation and reporting on the Portland Urban Forest Management Plan (PUFMP), representation of tree infrastructure and urban forest management in City and bureau policies and plans, as well as evaluation and reporting of Tree Code implementation outcomes and amendment projects. Updating the PUFMP is a public commitment of the Parks Levy and has been supported by City Council.

Service Impacts

A primary purpose of the requested Analyst II (Policy Analyst) in this package is to improve the outcome of citywide plans, policies, and goals to more effectively remediate inequitable access to tree benefits and services in Portland. Currently, PP&R and UF have had limited capacity to ensure trees and green infrastructure are meaningfully considered in citywide planning efforts such as the Economic Opportunity Analysis, Pedestrian Master Plan, and code amendment projects. This package provides necessary staff to engage in these kinds of projects as well as leading an overdue update of Portland's Urban Forest Management Plan.

Equity Impacts

The Policy Analyst's work will prioritize areas and communities which have been systematically marginalized by historical city policies. The Title 11 amendment project in 2020 in which the exemption from tree planting and preservation requirements for certain industrial zones, which disproportionately affect BIPOC communities, were removed is an example of the type projects this position will be assigned.

2021-22 FALL Requested Adj		
Expense	Contingency	-50,508
	External Materials and Services	3,000
	Fund Transfers - Expense	50,508
	Internal Materials and Services	3,000
	Personnel	44,508
Expense	Sum:	\$50,508

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	50,508
Revenue	Sum:	\$50,508

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30003007 - Analyst II	1.00	29,685	0	2,270	12,553	44,508
Total	1.00	29,685	0		12,553	44,508

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12496 -UF_01: Tree Emergency and Park Tree Maintenance

Package Description

This package provides the resources necessary to address critical insufficiencies in the City of Portland's tree emergency response, establish a proactive maintenance program for trees in PP&R developed parks, and expedite and help ensure the survival of code-required replacement tree planting in developed parks.

The package adds three arborist crews with position duties as follows:

- (2) Arborist I: entry-level ground-based labor and support on tree work crew; equipment and vehicle operation including Commercial Driver License (CDL); safety practices, e.g., traffic control.
- (4) Arborist II: ground-based labor and support on tree crew work including technical practices, e.g., rigging systems; equipment and vehicle operation including CDL; safety practices, e.g. traffic control; small on-ground on-site project task leadership, e.g., tree planting; respond independently 24/7 to tree emergencies.
- (4) Arborist III: ground-based labor and support on tree crew work including technical practices, e.g., rigging systems; equipment and vehicle operation including CDL; safety practices, e.g. traffic control; small on-ground on-site project task leadership, e.g., tree planting; respond independently 24/7 to tree emergencies; aerial tree work and rigging systems.
- (2) Arborist IV: ground-based labor and support on tree crew work including technical practices, e.g., rigging systems; equipment and vehicle operation including CDL; safety practices, e.g. traffic control; small on-ground on-site project task leadership, e.g., tree planting; aerial tree work and rigging systems; respond independently 24/7 to tree emergencies; lead Arborist crews and complex on-site projects and equipment use.
- (1) Supervisor I: hire, train, discipline, plan, assign, review and ensure quality and timeliness of Arborists, their work and PP&R UF programs and services.

Service Impacts

Together with previously-approved ramp-up resources these 12 Arborist and one Supervisor positions, fleet, equipment, and supplies will prevent the failure of the tree emergencies system, reduce the current backlog of non-emergency park tree maintenance requests, provide capacity to create for the first time a preventative tree maintenance program for developed parks, and begin reducing from five years to two the current replacement timeline for trees removed from developed parks. The new resources will also begin to fund additional years of watering for newly-planted park trees which is required in the hotter and drier summers resulting from the climate crisis.

Equity Impacts

This package provides new capacity with which UF will develop a preventative maintenance program that routinely prioritizes Park trees in low-canopy and low-income neighborhoods in an appropriate way. Benefits of the package will directly accrue to those who live and work near existing trees which are more common in historically-privileged neighborhoods. However, city-wide improved tree maintenance, replacement planting and emergency services will be prioritized in low-income and low-canopy neighborhoods and create positive cumulative benefits for all Portlanders including longer tree lives, increased oxygen production, heat mitigation, shade refuge, public safety; improved air quality, stormwater mitigation, and wildlife habitat.

Preventative tree maintenance activities in low-canopy, low-income and BIPOC neighborhoods are prioritized with a current goal of at least one project in a low-income and low-canopy neighborhood each year.

This package's equity outcomes include increased ability to hire staff who better represent all Portlanders and diversify the historically white, male arboriculture and urban forestry professions, and greater capacity to prioritize preventative park tree maintenance in historically-underserved neighborhoods.

2021-22 FALL Requested Adj

Expense	Contingency	-2,917,631
	External Materials and Services	247,400
	Fund Transfers - Expense	2,917,631
	Internal Materials and Services	1,898,340
	Personnel	699,891
Expense	Sum:	\$2,845,631

2021-22 FALL Requested Adj

Revenue	Fund Transfers - Revenue	2,917,631
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F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Interagency Revenue -72,000

Revenue Sum: \$2,845,631

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000248 - Arborist III	4.00	85,476	0	6,540	42,748	134,764
30001737 - Arborist I	2.00	37,094	0	2,838	20,108	60,040
30001738 - Arborist II	4.00	75,352	0	5,764	40,476	121,592
30001739 - Arborist IV	2.00	45,414	0	3,474	21,974	70,862
30003103 - Supervisor I - E	1.00	29,685	0	2,270	12,553	44,508
Total	13.00	273,021	0		137,859	431,766

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12498 -Trust Fund Beginning Fund Balance True-up

Package Description

This package adjusts beginning fund balances for Portland Parks and Recreation's Trust and Endowment Funds and reduces personnel expenses resulting from positions being funded through Levy resources instead of Trust Funds.

Service Impacts

None.

Equity Impacts

None.

2021-22 FALL Requested Adj		
Expense	Contingency	90,966
	Ending Fund Balance	0
	External Materials and Services	2,876,237
	Internal Materials and Services	0
	Personnel	-548,534
Expense	Sum:	\$2,418,669

2021-22 FALL Requested Adj		
Revenue	Beginning Fund Balance	2,428,603
	Charges for Services	55,540
	Fund Transfers - Revenue	0
	Licenses & Permits	0
	Miscellaneous	-65,474
Revenue	Sum:	\$2,418,669

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12504 -LS_01: Improve cleanliness, safety, and health of parks, increase care of huma

Package Description

Park Technicians, Turf Maintenance Technicians, and Utility Workers provide daily safety checks, care and cleaning of developed park sites city-wide. They are often the first city staff to encounter safety, security, or other issues within parks. Irrigation system management and maintenance, playground safety inspections, mowing, as well as response during inclement weather events all fall under these positions' responsibility. This package also includes adding staff support for a city-wide swing shift for increased service levels across the city. The supervisor for the swing shift, as well as adding supervisory support to align span of control for the East Zone have already been approved for hire in the early investments of the Parks Levy. This package adds support and staff to realize that request, as well as provide additional support to other existing work units for basic safety and cleanliness requirements. Adding additional turf maintenance techs will allow for weekly mowing of all developed park sites.

Positions proposed in this package:

- 7 Park Technicians assigned to parks East of the Willamette River. 5 of these 7 positions are assigned to parks located East of I-205, with direct impact to the most historically underserved neighborhoods.
- 2 Park Technicians assigned to parks west of the Willamette River
- 3 Utility Worker I assigned to the city-wide swing shift team providing after-hours service at our most highly used and programmed parks.

Current staffing levels do not allow for routine and scheduling mowing system-wide nor adequate coverage for safety inspections due to staff absence. This request will cover those service delivery gaps.

Adding these positions also supports Horticulturists and Botanic Specialists (Package LS_02) across the Bureau, as Horticulturists are assigned Park Technician / Utility I worker duties to maintain minimum service levels when there are absences or vacancies within a work unit.

Service Impacts

This package will provide Land Stewardship with additional Park Technicians to provide care and maintenance of parks and recreation facilities. Park Technicians perform varied semi-skilled and skilled maintenance duties in the maintenance, repair, and construction of parks, grounds, and recreation facilities.

Areas of responsibility include, but are not limited to: inspecting and maintaining parks, fields, and grounds to ensure that park facilities provide the highest level of safety for public use; picking up trash; raking leaves and clearing debris from walkways, fields, and park grounds; removing graffiti; repairing signs and vandalized property; reporting vandalism; managing irrigation systems; identifying and responding to tree-related issues.

Equity Impacts

This decision package will prioritize East Portland, where 48% of Park Technician staff will be assigned. East Portland is the only district where poverty has increased since 2010 and has the largest increase in transit riders. East Portland is home to 1 in 3 youth under 19 and only 63% of East Portland residents live within ½ mile of a park. Native Hawaiian and Pacific Islander communities have more than doubled since 2010, and 2 in 5 foreign-born folks live in East Portland, and half of all families live in poverty. Currently, there are more undeveloped Portland Park properties in East Portland than anywhere in the city.

Portland Parks & Recreation has a chance to reduce historical disparities in East Portland by adding Park Technician staff to help enhance park spaces. Ultimately, this will translate into a positive change. Not only does this package reduce disparities, but it also demonstrates PP&R's commitment to ending systemic racism by investing in East Portland's future.

2021-22 FALL Requested Adj		
Expense	Contingency	-2,122,654
	External Materials and Services	382,500
	Fund Transfers - Expense	2,122,654
	Internal Materials and Services	1,259,500
	Personnel	480,654
Expense	Sum:	\$2,122,654

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	2,122,654

F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Revenue Sum: \$2,122,654

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000076 - Utility Worker I	3.00	51,189	0	3,915	29,163	84,267
30000080 - Turf Maintenance Technician	2.00	33,460	0	2,560	19,290	55,310
30000081 - Parks Technician	9.00	162,180	0	12,402	89,406	263,988
30000098 - Maintenance Mechanic	1.00	20,516	0	1,569	10,496	32,581
30003103 - Supervisor I - E	1.00	29,685	0	2,270	12,553	44,508
Total	16.00	297,030	0		160,908	480,654

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12505 -UF_05: Stewardship, Science, & Policy

Package Description

This package increases foundational capacity in the City's Community Forest Stewardship, Science and Policy team. The package is necessary to support increased tree planting, with focus in BIPOC, immigrant and refugee communities and East Portland which is a promised outcome of the Parks Levy.

An Urban Forest Community Stewardship Coordinator II (1 FTE) will lead and manage outreach and education staff and programs and tree stewardship partnerships with Portlanders. These include: Youth Conservation Crew Tree Crews; internships; the City's Heritage Tree Program; community tree planting and care programs; citywide resident communications, such as the Urban Forestry website and Tree Bark newsletter; community education offerings, such as Local Tree Care Provider Workshops and tree regulations and planting and care trainings, Neighborhood Tree Teams and Tree Stewards education and stewardship programs; and Portland's membership in accreditation and leveraging programs such as Tree City USA, Society of Municipal Arborists, Cities4Forests and similar.

An Urban Forest Science and Policy Coordinator II (1 FTE) will lead and manage science and policy staff and projects such as: the Urban Forest Inventory and Assessment; canopy measurements; park and street tree inventories; canopy potential studies; creation of response plans for forest pests and pathogens; development and implementation of technical urban forest specifications, such as street tree planting standards; Approved Street Tree Species Planting Lists; and development and use of forest asset management software, such as ArcGIS.

Service Impacts

This team provides community education and engagement programs to make Portlanders aware of City tree regulations and help them connect with and correctly care for the urban forest, most of which is on privately-owned properties. This team also measures, evaluates, and monitors Portland's urban forest and creates and updates Portland's forest management policies and standards. The package makes it possible to strengthen partnerships and improve and expand offerings, including with BIPOC, immigrant and refugee communities. It improves capacity and reduces delays in collecting forest data, performing assessments, and creating and updating standards which are central to management and regulation of Portland's forest infrastructure.

Equity Impacts

This package creates foundational capacity in the Community Forest Stewardship team. A Coordinator II will support management of outreach, education, and tree stewardship partnerships for BIPOC, immigrant and refugee communities. A second Coordinator II will manage science and policy projects. This package is necessary to provide support for increased tree planting, with focus in BIPOC, immigrant and refugee communities and East Portland, which was a promised outcome of the Parks Levy.

This package is heavily influenced by stakeholder feedback received during the development of the City's tree planting strategy, "Growing a More Equitable Forest." The development of this strategy included extensive community engagement with stakeholders, including:

- Community Advisory Committee that included people of color, immigrants, refugees, and residents from low income, low-canopy communities.
- Culturally specific focus groups from African, Bhutanese, Latino, Slavic, and Vietnamese communities. Community Engagement Liaisons facilitated and convened the focus groups.
- Public Survey with 3,000 respondents.
- Stakeholder interviews with 13 City bureaus, public agencies, and nonprofits.

2021-22 FALL Requested Adj		
Expense	Contingency	-162,952
	External Materials and Services	6,000
	Fund Transfers - Expense	162,952
	Internal Materials and Services	75,546
	Personnel	81,406
Expense	Sum:	\$162,952

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	162,952
Revenue	Sum:	\$162,952

F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30003028 - Coordinator II	2.00	53,518	0	4,094	23,794	81,406
Total	2.00	53,518	0		23,794	81,406

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12506 -UF_03: Tree Planting

Package Description

This package provides the necessary infrastructure to address citywide canopy inequities by leveraging and maximizing permissible uses of the Title 11 Tree Planting & Preservation Fund (TPPF). Tree planting is guided by the Citywide Tree Planting Strategy, "Growing a More Equitable Forest," and this package will increase the volume of trees planted in low-income, low-canopy, and BIPOC, immigrant, and refugee communities. Trees will be planted in rights-of-way, yards and other private holdings, and on City properties, including parks and natural areas. Increasing tree planting and addressing the inequity in tree services to Portlanders in particular is a commitment of the Parks levy.

Two Botanic Specialist I-Forestry positions are requested: one is dedicated directly to citywide tree planting activities, while the other will provide support on outreach, engagement, and work with BIPOC communities on education and stewardship partnerships. The need for the former position was expressed by community stakeholders convened in the summer of 2020. The group emphasized the need for community-centered and community empowered approaches to expanding the benefits and services of the urban canopy.

Additionally, funding to move a current Botanic Specialist II-Forestry off of the TPPF is requested. This position has been redirected to work on code-required replacement tree planting in developed parks which is not a programmatic priority of the TPPF. Continuing to provide a dedicated staff person to park tree plantings is associated with UF's commitment to reducing the timeline for park tree replacement planting from five years to two years (see UF_01 package).

Service Impacts

The positions provided by this package will enable Urban Forestry to expand it's planting programs from about 1,900 trees in 2020-21 to at least 3,200 trees annually. They will also provide capacity to utilize new one-time tree planting funds from other sources. Consistent with "Growing a More Equitable Forest" and urban forest management best practices, UF prioritizes the planting of large form, native, evergreen and climate-change-appropriate species in systematically marginalized and underserved communities in Portland.

Equity Impacts

This package addresses tree canopy inequity by increasing the volume of trees planted in low-income, low-canopy, and BIPOC, immigrant, and refugee communities. Trees will be planted in rights-of-way, yards and other private holdings, and on City properties, including parks and natural areas. Increasing tree planting and addressing the inequity in tree services to Portlanders in particular is a public commitment of the Parks Levy.

2021-22 FALL Requested Adj		
Expense	Contingency	-308,707
	External Materials and Services	9,000
	Fund Transfers - Expense	308,707
	Internal Materials and Services	110,319
	Personnel	189,388
Expense	Sum:	\$308,707

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	308,707
Revenue	Sum:	\$308,707

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000878 - Botanic Spec I-Forestry	2.00	43,416	0	3,322	21,524	68,262
Total	2.00	43,416	0		21,524	68,262

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12507 -UF_02: Title 11 Trees Implementation

Package Description

This package adds staff, vehicles, and office space to meet PP&R's PCC Title 11 Trees regulatory and permitting responsibilities. PP&R is the City's sole implementer of most Tree Code requirements. These Tree Code requirements apply to all private properties, public rights-of-way and City-owned and managed properties in Portland including PP&R's.

Two Tree Inspector and two Development Services Technician II (Tree Tech) positions are requested to provide increased capacity of permitting services and reduce consistently challenging workload levels.

Tree Inspectors are responsible for applying City Tree Code regulations through plan review and on-site tree condition assessments, and tree risk and tree preservation field inspections to review, process and issue non-development and development tree permits, investigate tree code violations and enforce tree code regulations citywide.

Tree Techs are responsible for responding to inquiries related to the Tree Code, Title 11 and some parts of Title 33 as well as various other City codes and any tree related question. They are responsible for helping customers understand code and/or explaining to them how the code applies to their particular situation. They also take tree emergency calls at the Tree Hotline and dispatch Urban Forestry staff to attend to the tree emergencies. The Tree Techs make over-the-counter permitting decisions and perform plan review for development.

This package also creates a Supervisor I position to develop and lead a code compliance program. This program is essential to meeting Tree Code enforcement responsibilities including addressing the estimated 2,000 trees per year required by permits which are not planted due to current lack of staff. The supervisor will lead creation of a program design and staffing plan.

Service Impacts

Paired with previously-approved ramp-up positions, this package provides sufficient spans of control, technical and administrative staff, and frontline Tree Inspector and Tree Tech staff to create sufficient permitting accuracy and speed, customer service, interbureau coordination and forest infrastructure management.

Equity Impacts

The increase in staff and financial support included in this package will allow for improved in-person engagement in underserved areas of the City where data have shown a higher volume of tree violations occur. These increases will also allow for further development of the Urban Forestry permitting financial assistance pilot programs currently underway using surveys, direct phone calls, etc. Through both the citywide Tree Hotline and increased field staff, professional City staff will have more capacity to spend time with permit applicants to explain, support and advise. This improved level of service, including in-person field visits, will help City staff engage with Portlanders and build trust.

Further, currently only one Tree Inspector is assigned to all of East Portland. Increasing Tree Inspector and Tree Hotline staffing levels and reallocating compliance to a separate team creates improved capacity and space for education, both in-person and on-site, support and advice.

2021-22 FALL Requested Adj		
Expense	Contingency	-708,501
	External Materials and Services	33,000
	Fund Transfers - Expense	708,501
	Internal Materials and Services	147,455
	Personnel	473,554
Expense	Sum:	\$654,009

2021-22 FALL Requested Adj		
Revenue	Charges for Services	-54,492
	Fund Transfers - Revenue	708,501
Revenue	Sum:	\$654,009

F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000250 - Tree Inspector	2.00	44,692	0	3,418	21,812	69,922
30000333 - Development Services Technician II	2.00	42,918	0	3,282	21,416	67,616
30003103 - Supervisor I - E	1.00	29,685	0	2,270	12,553	44,508
Total	5.00	117,295	0		55,781	182,046

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12509 - LS_02: Enhance Horticulturists' Impact

Package Description

This package supports the addition of nine (9) Horticulturists across the bureau, with an emphasis on front line staff responsible for maintaining parkland in East Portland, which is home to an above-average population of households with children under 18, households living in poverty, and percentage of citizens that identify as non-dominant-culture.

Positions requested in this package are:

- 7 Horticulturists assigned to parks East of the Willamette River. 4 of these 7 positions are assigned to parks located East of I-205, with direct impact to the most historically underserved neighborhoods.
- 2 Horticulturists assigned to parks west of the Willamette River
- 1 Outreach Coordinator assigned to West Parks Lands to align with the already funded East Lands Outreach Coordinator

Adding these positions will provide front line service for parks across the system, and the addition of an Outreach Coordinator for West Lands will enhance the existing Horticulturists and Botanic Specialists ability to provide their expertise, rather than spend that time arranging and coordinating volunteers and organizing materials.

Service Impacts

This package will provide Land Stewardship with additional Horticulturalists to provide:

Care and maintenance of parks; restoration and management of natural areas and wildlife habitats including growing, seeding, transplanting, cultivating, or weed management; protection to wildlife habitats to ensure wildlife safety; wildlife and vegetation management prescriptions including pesticide applications, assessment, inventory, and monitoring.

Support for Urban Nature patches is also considered in this package in support of the Bureaus Ecologically Sustainable Landscape Initiative (ELSI).

Equity Impacts

This decision package will prioritize East Portland, where 42% of Horticultural staff will be assigned. East Portland is the only district where poverty has increased since 2010 and has the largest increase in transit riders. Half of all families live in poverty. In addition, East Portland is home to 1 in 3 youth under 19 and only 63% of East Portland residents live within ½ mile of a park. Native Hawaiian and Pacific Islander communities have more than doubled since 2010, and 2 in 5 foreign-born Portlanders live in East Portland. Currently, there are more undeveloped Portland Park properties in East Portland than any place in the city.

Portland Parks & Recreation will be able to reduce historical disparities in East Portland by adding Horticultural staff to help enhance park beauty, maintain the urban canopy, and support display gardens and horticulture for all Portlanders to enjoy. Not only does this package reduce disparities, but it also demonstrates PP&R's commitment to ending systemic racism by investing in East Portland's future.

2021-22 FALL Requested Adj		
Expense	Contingency	-1,319,612
	External Materials and Services	208,000
	Fund Transfers - Expense	1,319,612
	Internal Materials and Services	800,000
	Personnel	311,612
Expense	Sum:	\$1,319,612

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	1,319,612
Revenue	Sum:	\$1,319,612

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total

F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000252 - Horticulturist	9.00	167,481	0	12,816	90,612	270,909
30003028 - Coordinator II	1.00	26,759	0	2,047	11,897	40,703
Total	10.00	194,240	0		102,509	311,612

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12510 -AD_01 Supervisory Management and Workload Planning Efficiencies

Package Description

This package is reclassifying 3 current Supervisor 1 positions to Supervisor 2s and adding 4 Supervisor 1 positions – one within each of the 4 maintenance shops - to create bandwidth for our shop Supervisors to: provide more financial budgetary monitoring, supervisory and administrative support; hire staff; respond to Human Resource issues; structure and monitor work with improved planning and work scheduling; support new and existing apprenticeships and trainees; provide staff safety and technical training; implement creative technology solutions like the Direct Digital Control HVAC monitoring and eventually a new Work Order System; and provide Capital Project Parks facility and asset-related feedback.

Reclassifying the Supervisor I's is important for the Asset and Development Division, and especially the PRMS Team and shop management, as the programs expand for enhanced Park Levy- related operations. Supervisor II's will manage larger, more comprehensive teams in a new Professional Repair and Maintenance Services (PRMS) organizational structure, with an increase in staff depth and specialty repair work to facilitate asset repair and sustainability. Supervisors will have more capacity to participate in modernizing data collection and tracking systems such as a new Work Order System to improve work order tracking, as well as other data-related mechanisms. This package will enable the PRMS teams to provide enhanced services and complete the care and maintenance tasks that our parks and recreation system needs in a more consistent, effective, and efficient manner.

These Supervisor I positions, with fewer broad perspective shop supervisory tasks than the Supervisor IIs, will focus more on the day-to-day management and supervision of staff working in the field and will enable a greater focus on facilitating effective and safe work practices as we care for, repair, and replace our \$500 million worth of failing assets like playgrounds, signage, benches, trash receptacles, water fountains, dogs-off-leash areas (DOLA), and restroom amenities.

This package also includes estimated costs for external and internal materials and services as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

This package will enable the PRMS teams to provide enhanced services and complete the care and maintenance tasks that our parks and recreation system needs in a more consistent, effective, and efficient manner.

Equity Impacts

Implementation of this budget package will provide the Supervisor depth needed to better structure our work to address work orders from an equity perspective as well, so areas of the city with fewer facilities will have their facilities and amenities well cared for and fully functional.

2021-22 FALL Requested Adj		
Expense	Contingency	-684,828
	External Materials and Services	89,796
	Fund Transfers - Expense	684,828
	Internal Materials and Services	342,000
	Personnel	253,032
Expense	Sum:	\$684,828

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	684,828
Revenue	Sum:	\$684,828

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30003079 - Maintenance Supervisor I - E	4.00	118,740	0	9,080	50,212	178,032
Total	4.00	118,740	0		50,212	178,032

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12511 -LS_03: Maintenance of Regional Trails

Package Description

This package addresses a gap in service. Regional trails are currently maintained by zone staff who need to prioritize developed parks and can only maintain trails to a limited degree. However, the 1992 Springwater Corridor Master Plan recommends 1.0 FTE plus casual staff for that trail alone.

This package creates dedicated Regional Trails Team that can maintain and inspect our trails regularly, remove invasive species of plants, and create a safe, clean environment for all visitors to enjoy. This team will maintain the following: Columbia Slough Trail, Marine Drive Trail, Peninsula Crossing Trail, Red Electric Trail, Springwater Corridor Trail, Terwilliger Trail, Willamette Greenway Trail, and Eastbank Esplanade.

The task of maintaining Portland's regional trails is complex, particularly given its history of short-staffing and a growing houseless community. Community support for trails is significant. This is a valuable asset. However, in order to meet the needs of these trails and the people on them compassionately and responsibly, PP&R needs a dedicated team.

Service Impacts

This package will provide Land Stewardship with a regional trails team to provide care and maintenance of regional trails either maintained by limited zone staff or not maintained at all. Regional Trails staff is responsible for working to keep Portland Parks hard surface trails safe and usable by performing trail maintenance and special trail projects. Trail development work involving activities related to trail work including, but not limited to, erosion control, trimming vegetation, trail analysis, materials transport, and the proper and safe use of tools, materials, and other equipment.

Equity Impacts

With a dedicated regional trails team this group will be able to rank all maintenance needs that come in for regional trails citywide. This will allow us to use our Racial Equity Lens Toolkit to complete maintenance projects in an equitable way. Right now all maintenance needs for regional trails are sent to various maintenance shops and are completed without ranking.

This proposal will benefit all Portlanders by giving them access to clean and safe trails to recreate on. More than 80% of our current regional trails system are on the eastside of the river. In a recent Community Needs Survey by PP&R, 78% of people of color said they would use paved trails and paths even if they were in a park outside their neighborhood.

This newly created department will work closely with the East and West Outreach coordinator to reach out to BIPOC, refugee, immigrant, and multilingual communities and staff to determine where maintenance is needed among all of our regional trails. The outreach coordinators will help get the necessary tools in the hands of the underserved communities so their voices can be heard when it comes to maintaining regional trails.

2021-22 FALL Requested Adj		
Expense	Contingency	-537,879
	External Materials and Services	73,014
	Fund Transfers - Expense	537,879
	Internal Materials and Services	343,500
	Personnel	121,365
Expense	Sum:	\$537,879

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	537,879
Revenue	Sum:	\$537,879

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total

F4 - BMP Amendment Request Report (Fall Requested)

Run Date: 9/9/21

BMP Amendment Request Report

Run Time: 12:52:39 PM

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000077 - Utility Worker II	3.00	55,662	0	4,257	30,165	90,084
30000084 - Parks Maintenance Crew Leader	1.00	19,517	0	1,493	10,271	31,281
Total	4.00	75,179	0		40,436	121,365

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12512 -LS_04: Protect and improve water quality, wildlife habitat, and ecological quality

Package Description

This proposal will protect and improve water quality, wildlife habitat, and the ecological quality of natural areas stewarded by PP&R. This package will support the following growth in FTE in the Land Stewardship- City Nature Natural Areas program:

- 2.0 FTE (1 Botanic Technician I and 1 Botanic Technician II) to focus on properties in the City Nature East portfolio
- 2.0 FTE (1 Botanic Specialist II and 1 Apprentice) to focus on the citywide Protect the Best program
- 1.0 FTE (Botanic Technician II) to support the citywide Soft Surface Trails program
- 1.0 FTE (Botanic Specialist I) to support the cityside Soft Surface Trails program and the Youth Conservation Crew youth employment program
- 1.0 FTE (Coordinator II) to support the regional resource of Forest Park and the Renew Forest Park Program
- 1.0 FTE (Supervisor II) to supervise and support new staff

This proposed growth is in line with resolution approved by City Council in January 2020, the updated Invasive Species 2.0 Strategy. This strategy and resolution support frontline staff positions, increasing capacity to combat invasive species, improve natural area health and increase community stewardship of the community's natural areas. Currently, impacts of climate change and an increase in natural area use have outpaced current resources to care for these lands. Enhanced service levels will allow PP&R to maintain the 4,000 Healthy/ Good natural area acres and 3,000 Fair natural area acres in those ecological categories. Additional resources will help combat the impacts of invasive species and climate change as well as control erosion and protect water quality and wildlife habitat. These new investments will support care for natural and human-made assets, promote safety and keep public restrooms open and clean so that green and grey assets can continue to provide their current levels of function. Soft surface trails maintenance will be increased, as well as create new trail access opportunities, signage and communication, which will enhance sustainable access to nature for community members. This proposal will create a team specifically for city-wide programs, improving operational systems design. It will add additional capacity to engage youth and community members in stewardship of our natural areas, learning about and manually removing invasive species, specifically in communities of color and those experiencing poverty. Finally, the funding will support the existing Protect the Best program, and creation of a workforce development component, providing an apprenticeship opportunity for entry level staff to learn the natural resource restoration techniques needed to be competitive in the green workforce market.

Service Impacts

The goal is to create accessible opportunities where all Portlanders feel safe and empowered to access ecologically healthy natural areas. Trails and signage will be improved to create an invitation and culture of inclusion. Natural areas will be maintained and restored to promote long-term ecological health and adapt to the emerging issues of climate change through wildfire risk reduction and the promotion of forest resiliency. We will create meaningful opportunities to recruit and train BIPOC staff in the fundamentals of restoration techniques creating a next step in the employment pathway for graduates of the Youth Conservation Crew (YCC) program.

Equity Impacts

We will cross-reference labor hours per natural area or trail with demographic data to improve equitable outcomes. Stewardship Coordinators will track community member engagement and number of BIPOC youth and those experiencing poverty in YCC program. Trails program will compare future conditions assessment with current data to evaluate how we improve equitable access. Quantifying natural area ecological health will assure we maintain 4,000 Healthy/ Good natural area acres and 3,000 Fair natural area acres in those ecological categories. FTE will be filled with people who share a commitment to anti-racism, experience working with/within priority communities and support an equitable workplace.

This proposal will support job opportunities for youth and community engagement opportunities for BIPOC, Immigrant, Refugee, and people experiencing poverty. We will use established organizational relationships to share information about opportunities with priority communities. We will include partners in the job description creation, recruitment and hiring for positions and internships. We will grow opportunities for stewardship and authentic community partnership through the addition of a Stewardship Coordinator (Botanic Specialist I) and Coordinator II and will seek new ways to effectively communicate the needs expressed by underserved communities. We will continue to use plain language in our communications and multi-lingual signage.

2021-22 FALL Requested Adj		
Expense	Contingency	-800,273
	External Materials and Services	75,000
	Fund Transfers - Expense	800,273
	Internal Materials and Services	453,000
	Personnel	272,273
Expense	Sum:	\$800,273

2021-22 FALL Requested Adj

Revenue	Fund Transfers - Revenue	800,273
Revenue	Sum:	\$800,273

Position Detail

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000315 - Botanic Spec I-Generalist	1.00	21,708	0	1,661	10,762	34,131
30000320 - Botanic Spec II-Generalist	1.00	22,852	0	1,748	11,020	35,620
30000831 - Botanic Technician I	2.00	32,018	0	2,450	18,968	53,436
30001383 - Botanic Technician II	2.00	35,222	0	2,694	19,686	57,602
30003028 - Coordinator II	1.00	26,759	0	2,047	11,897	40,703
30003104 - Supervisor II	1.00	34,507	0	2,639	13,635	50,781
Total	8.00	173,066	0		85,968	272,273

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12513 -LS_05: Enhanced Service and Care of Community Gardens

Package Description

The Community Garden Business Plan (for FY 2008-2011) recommends 1.5 FTE per 15 gardens. The program has five FTE for 59 gardens, which includes a program manager and administrative specialist. There is currently only one FTE Community Garden Technician (CGT) responsible for making repairs and completing regular maintenance such as mowing, trimming, hand-removal of invasive or undesired plants, and removing accumulated trash and plant debris. This work is done using environmentally sustainable land care techniques that include organic methods which can be more labor-intensive than using herbicides. One third of community gardens are more than 20 years old. Deferred replacement of aging assets due to the major maintenance backlog has resulted in frequent irrigation system leaks and failures. Garden areas designated as accessible for people with mobility challenges are not maintained to standard and present barriers for people using mobility devices. The current staffing level only allows PP&R to address the most urgent issues and constituent complaints.

We propose to add 1.0 FTE Community Garden Technician position which will reduce the number of gardens each CGT is responsible for to 30. This will enable them to better establish relationships with gardeners and leaders, be more responsive to maintenance and repair needs, ensure gardens are physically accessible to people with disabilities, and engage in more community-building clean-up days and other events.

We propose to add 1.0 FTE Community Garden Technician position assigned to the Native Gathering Garden (NGG) to provide culturally informed site maintenance and community engagement support. This proposal was developed in response to requests from the NGG Program Steering Committee to meet the identified needs.

We propose to add 0.5 FTE Botanic Specialist I position to lead coordination of the Community Gardens Youth Conservation Crew team. They would also be responsible for developing and coordinating three internships per year in Community Gardens and NGG. This proposal was developed in part to support goals from the Native Gathering Garden Program Steering Committee to increase job opportunities and career pathways for Native youth.

Service Impacts

The requested additional positions will enable the Community Gardens Program to increase our capacity to provide Portlanders the opportunity to grow food, medicine, and culturally important plants; tend the land to preserve its health for future generations; and build community within and across cultures.

Community members will see an increase in care and safety at their gardens; they will have more opportunities to engage in culturally centered land-care and community events which will increase sense of belonging; and young people will have increased opportunities to learn about and gain experience with environmental careers.

These positions will primarily engage Indigenous, Black, Immigrant and Refugee, people with disabilities, and people living with low income in land care, community-building activities, and career pathways. We will center community voice through direct conversation and relationship building, feedback loops, and shared power and decision-making.

Equity Impacts

Each of the proposed positions works in collaboration with diverse community members to set priorities and direct work. This is done formally, through collaboration with the NGG Steering Committee and through the feedback component of YCC Program, as well as informally through direct conversations between staff and gardeners and garden leaders.

We will measure success in several ways. First, all three positions will be filled with people who have a commitment to anti-racism and experience working with or within priority communities. Second, quarterly reports of labor hours per garden cross-referenced with demographic data will show a 100% increase in time spent at gardens with more than 50% scholarship recipients and/or BIPOC, immigrant, refugee gardeners. Third, a strengthened and reciprocal relationship with the NGG Steering Committee and increased engagement with Indigenous community at NGG. Fourth, one YCC crew and three internship placements per year primarily benefitting Indigenous youth and youth of color.

2021-22 FALL Requested Adj		
Expense	Contingency	-310,983
	External Materials and Services	25,750
	Fund Transfers - Expense	310,983
	Internal Materials and Services	193,500
	Personnel	91,733
Expense	Sum:	\$310,983

2021-22 FALL Requested Adj

Revenue	Fund Transfers - Revenue	310,983
Revenue	Sum:	\$310,983

Position Detail

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30001584 - Botanic Spec I- Community Gardens	0.50	21,708	0	1,661	10,762	34,131
30002008 - Community Garden Technician	2.00	35,222	0	2,694	19,686	57,602
Total	2.50	56,930	0		30,448	91,733

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12514 -LS_06: Indigenous/Native Community Coordinator

Package Description

The Indigenous / Native Community Coordinator will play a key role in providing opportunities for the Indigenous community to connect with parks and nature across the portfolio of Portland Parks & Recreation. This position will lead the dialogue around land use practice and policy: harvesting, pest management, salmon-safe activities, planning projects and capital project design review. In addition, this position will help coordinate land acknowledgement implementation, tribal work plan management (with Office of Government Relations), park (re)naming (with others) and community outreach and engagement for parks programs/services.

Service Impacts

PP&R and the City of Portland will benefit from dedicated capacity and expertise in honoring the commitments of Resolution 37528AA, furthering inclusion of Indigenous communities in bureau-wide decision-making and supporting ecologically respectful land stewardship. This position will also support trust and ongoing engagement and will assist the bureau in identifying and being accountable to Actions and Results that address disparate impact and increase racial equity across all PP&R programs. Furthermore, the Coordinator will be the liaison with the Tribal Relations Office, connecting the work of the bureau to the broader work of the City in this area.

Equity Impacts

PP&R intends to benefit Indigenous communities, and the community at large, and sees intersectional benefit for others who have experienced marginalization or lack of access to or connection with the land, programs, and services PP&R currently stewards. PP&R Land Stewardship practices will also benefit as stewardship of land will be better informed and guided by Indigenous perspective.

Existing PP&R relationships with Indigenous community organizations will allow for pathways to shared power and decision making. Examples include the Native Gathering Garden Steering Committee and Native American Community Advisory Council (NACAC). We have heard repeatedly requests for a pathway to culturally significant harvesting policy, a compensation model for sharing of traditional ecological knowledge and a consistent contact within PP&R. This position will support and prioritize ongoing partnerships within the Indigenous community to center voices of Indigenous community members, support training, consultation, and networking opportunities to PP&R staff and the Indigenous community.

2021-22 FALL Requested Adj

Expense	Contingency	-122,703
	External Materials and Services	22,000
	Fund Transfers - Expense	122,703
	Internal Materials and Services	60,000
	Personnel	40,703
Expense	Sum:	\$122,703

2021-22 FALL Requested Adj

Revenue	Fund Transfers - Revenue	122,703
Revenue	Sum:	\$122,703

Position Detail

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30003028 - Coordinator II	1.00	26,759	0	2,047	11,897	40,703
Total	1.00	26,759	0		11,897	40,703

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12520 -Recreation Technical Adjustments

Package Description

This request contains net zero changes to the Recreation budget.

Service Impacts

As these changes are net zero, there are no impacts to service.

Equity Impacts

None.

2021-22 FALL Requested Adj		
Expense	External Materials and Services	0
	Internal Materials and Services	0
	Personnel	0
Expense	Sum:	\$0

2021-22 FALL Requested Adj		
Revenue	General Fund Discretionary	0
Revenue	Sum:	\$0

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12523 -AD_02: Restroom, Drinking Fountain, and Building Maintenance Improved Servi

Package Description

The Plumbing Shop within the Facilities Maintenance Workgroup in the Professional Repair & Maintenance Services (PRMS) Program struggles to meet the demand of plumbing-related repairs, especially with so many urgent work orders for restrooms, drinking fountains and community center facilities due to failing, aging or vandalized assets.

This package will add 1 new Plumber position in the Facilities Maintenance Workgroup.

This position, along with the specialized plumbing & sewer camera equipment will help the plumbing shop complete more work orders for preventative and urgent maintenance.

With only 3 plumbers for the entire park and recreation system, the addition of this staff position is critical to becoming a strong, resilient, and sustainable plumbing maintenance services provider.

This package also includes estimated costs for external and internal materials and services, as well as one-time cost for 1 new vehicle per FTE.

Service Impacts

This additional staff package is critical to addressing our many failing plumbing related assets in our parks system so the community's parks and recreation facilities like community centers, restrooms, showers, and drinking fountains are functional and well maintained.

Equity Impacts

This additional Staff package will help us prioritize work in marginalized communities and keep parks, community centers, restrooms, and drinking fountains throughout the system in a better operating condition.

2021-22 FALL Requested Adj		
Expense	Contingency	-162,613
	External Materials and Services	22,358
	Fund Transfers - Expense	162,613
	Internal Materials and Services	102,000
	Personnel	38,255
Expense	Sum:	\$162,613

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	162,613
Revenue	Sum:	\$162,613

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30001159 - Plumber	1.00	24,877	0	1,903	11,475	38,255
Total	1.00	24,877	0		11,475	38,255

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12524 -AD_03: Zone Focused Carpentry Services, ADA Compliance, and Training Prog

Package Description

The Carpentry Shop within the Structural Services workgroup of Professional Repair & Maintenance Services (PRMS) struggles to meet the demand of carpentry-related repairs, especially with so many urgent work orders for failing, aging or vandalized assets.

This package will add 2 new Carpenter positions (one as a zone carpenter and another as an Americans with Disabilities Act (ADA carpenter) and 2 new Carpenter Trainee positions to be added to the Structural Services workgroup.

Adding an extra zone Carpenter will allow us to establish a structure where one Carpenter is assigned to each park zone. This zone-based Carpenter program will help PRMS to be more proactive and responsive to each park zone's needs to repair or remediate unsafe and damaged facilities, roofs, benches, restroom structures, signage, and many park amenities and facilities, including community centers. It will also allow the Carpentry Program to better forecast future preventative maintenance needs.

The new ADA Carpenter position in the Structural Services workgroup will primarily work on ADA barrier removal projects throughout our park and recreation system to enhance accessibility for those with accessibility and mobility challenges. These accessibility remediations will help the Bureau address more projects listed in the City's ADA Transition Plan and meet our legal obligations related to ADA compliance.

Adding the 2 new Carpenter Trainee positions in the Structural Services Workgroup will expand our trainee opportunities for the community. These positions will also help grow subject matter expertise within our organization, so we can stay strong, resilient, and sustainable into the future. In addition, the trainees will help the workgroup to complete more backlogged repair work.

This package also includes estimated costs for external and internal materials and services, as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

This package establishes a service zone delivery system to allow PRMS to be more proactive and responsive to each park service zone's needs and improve response time to safety issues. This kind of distribution of carpentry duties would also save gas and travel time and improve response time to safety issues.

Equity Impacts

When a carpenter can be assigned to specific parks in a park zone and work on the same parks with the same staff consistently, staff and community relations are improved, especially within underserved areas of the City where the percentage of diverse populations, youth and low- income level is high.

2021-22 FALL Requested Adj		
Expense	Contingency	-639,225
	External Materials and Services	112,939
	Fund Transfers - Expense	639,225
	Internal Materials and Services	408,000
	Personnel	118,286
Expense	Sum:	\$639,225

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	639,225
Revenue	Sum:	\$639,225

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000109 - Carpenter, Apprentice	2.00	29,230	0	2,236	18,342	49,808
30000110 - Carpenter	2.00	43,582	0	3,334	21,562	68,478

Position Detail

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
Total	4.00	72,812	0		39,904	118,286

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12525 -EI_01: ADA Coordination

Package Description

Currently, the Bureau does not have a dedicated ADA Coordinator to provide consistent guidance on disability and accessibility issues for Bureau staff and community members to ensure regulatory compliance. The position will serve as the Bureau's expert resource and advisor on disability/ADA and accessibility issues for Bureau staff and community members to ensure regulatory compliance. The position will engage internal and external stakeholders to lead efforts from policy development to project implementation, serving as an internal checkpoint on accessibility (language, services, programming) and ADA-related issues (programs, rentals, ADA Transition Plan, barrier removal, self-evaluations). The position will coordinate the Bureau's response to the wide spectrum of accessibility issues, elevate important items, connect and activate the capacities of staff working on specific accessibility efforts across the bureau. The position will respond to public inquiries regarding programming accessibility and infrastructure safety concerns, ensuring ADA compliance, and officially represent the Bureau when articulating accessibility issues and investment priorities. This position will work with other bureaus citywide and outside stakeholder organizations to collaborate and streamline policies and procedures.

Service Impacts

The desired result of this proposal is to hire an ADA Coordinator that will provide consistent guidance on disability and accessibility issues for bureau staff and community members to ensure regulatory compliance. The position will serve as the Bureau's expert resource and advisor on disability/ADA and accessibility issues.

Equity Impacts

Without an ADA Coordinator, the bureau is challenged to reduce disparities for our community members who live with a disability since we do not currently have a single point-of-contact subject matter expert dedicated to ADA-related concerns. The lack of this position creates a burden for staff and community members who live with a disability.

2021-22 FALL Requested Adj		
Expense	Contingency	-52,508
	External Materials and Services	5,000
	Fund Transfers - Expense	52,508
	Internal Materials and Services	3,000
	Personnel	44,508
Expense	Sum:	\$52,508

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	52,508
Revenue	Sum:	\$52,508

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30003007 - Analyst II	1.00	29,685	0	2,270	12,553	44,508
Total	1.00	29,685	0		12,553	44,508

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12527 -EI_02: Policy Coordination

Package Description

With the hiring of a new Policy Analyst (funded in February 2021), additional funding will be essential to ensure this position will be properly resourced to provide the Bureau with an accurate assessment of policy and procedural needs. This will require an audit and evaluation of all bureau policies and procedures. However, the scope of work to audit and evaluate all Bureau policies and procedures is not feasible for one staff member. It will require the assistance of a consultant to inventory and evaluate policies and procedures bureau-wide.

Service Impacts

The outcome of this proposal will help provide the Bureau with an accurate assessment of policy and procedural needs. The Bureau must have a clear understanding of which policies and procedures may impact equitable outcomes. It is also important to know what policies and procedures are missing and needed to ensure equitable outcomes.

Equity Impacts

Without the opportunity to audit current Bureau policies and procedures, there is no way of knowing who benefits and/or is burdened. Knowing who benefits and/or is burdened is critical before creating new Bureau policies and procedures.

2021-22 FALL Requested Adj		
Expense	Contingency	-50,000
	External Materials and Services	50,000
	Fund Transfers - Expense	50,000
Expense	Sum:	\$50,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	50,000
Revenue	Sum:	\$50,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12529 -AD_05: Hard Surface Trail Maintenance and Earthwork Project Support

Package Description

The Heavy Equipment Shop within Professional Repair & Maintenance Services (PRMS) is currently limited in capacity and ability to perform any hard surface trail, pathway and park road maintenance, earthwork project support, debris removal, and extensive tall grass mowing due to a large backlog of work orders and a lack of organizational structure for performing this type of work systematically.

We propose to add a total of 3 new Construction Equipment operator positions to address this important trail and pathway maintenance and other support work like debris removal and processing, bark deliveries to the other Park Bureau Divisions, earth and stone moving work for park drainage and nature patches, and the many backlogged maintenance work orders.

This package also includes estimated costs for external and internal materials and services, as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

The 2 new Construction Equipment Operators will support the proposed new Hard Surface Trail Maintenance and Special Projects Team and will begin to address our decaying paved multi-modal trails, pedestrian pathways, trail and park road drainage, park road potholes, as well as to assist with utility line installation, and other complex Heavy Equipment earthwork. The 1 additional new Construction Equipment Operator will also support the Heavy Equipment shop with tall grass mowing to minimize fire danger throughout the park system and will perform critical earthwork for improved road and trail drainage and for our new park nature patches which provide a touch of nature in natural area deficient neighborhoods.

Equity Impacts

These Heavy Equipment positions will help us ensure that park facilities in park deficient areas (like East and Southeast Portland) are well cared for and functioning properly. The Team will be working in these high equity score areas (with a large percentage of youth populations, diverse populations, and low-income population). The positions help to create staff depth and provide an opportunity to diversify our Staff by centering diverse and BIPOC applicants.

2021-22 FALL Requested Adj		
Expense	Contingency	-417,453
	External Materials and Services	20,802
	Fund Transfers - Expense	417,453
	Internal Materials and Services	306,000
	Personnel	90,651
Expense	Sum:	\$417,453

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	417,453
Revenue	Sum:	\$417,453

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30002495 - Construction Equipment Operator-CL	3.00	56,097	0	4,290	30,264	90,651
Total	3.00	56,097	0		30,264	90,651

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12530 -AD_07: Increase Play area and amenities inspection and repair

Package Description

The Playgrounds Workgroup and Amenities Shop within Professional Repair & Maintenance Services (PRMS) struggles with growing demands for playground repairs, with required Consumer Product Safety Commission (CPSC) Guideline playground inspections, and with the need to address an increase in amenity vandalism.

We propose to add 2 new Maintenance Mechanic positions for Amenities to address the many urgent work orders that are the result of closed, failing, and aging assets, and proliferating vandalism. One position will support the Playgrounds Shop to ensure that our playgrounds are safe for youth to use, and the other position will support the Amenities Shop, helping to repair vandalized and broken park amenities.

Both these positions will expand staff capacity for CPSC playground safety inspections, repairs, and replacements for community-valued play areas and for repairing other park amenities like gates, signage, fences, bollards, bridges, etc. These two positions will enable the Amenities Shop to open closed parks or play areas and to better service existing parks throughout the park system, especially in communities of color and areas with a high percentage of youth and residents with low income.

In addition to these 2 positions, we propose to add 1 new Maintenance Mechanic Trainee position in the Playground Workgroup. This trainee position helps grow subject matter expertise depth within our organization, so we can stay strong, resilient, and sustainable into the future.

This package also includes estimated costs for external and internal material and services, as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

These positions will expand needed capacity for playground safety inspections, repairs, and replacements for play areas and for other broken, damaged, or vandalized park amenities like gates, signage, fences, bollards, and bridges to keep these amenities open, safe for the public and functional.

Equity Impacts

These Maintenance Mechanic and Trainee positions will help us ensure that park facilities in park deficient areas (like East and Southeast Portland) are well serviced. The Team will be working in these high equity score areas (with a large percentage of youth populations, diverse populations, and low-income populations) to ensure that the few park and natural area resources that they have can remain open and functional.

The Trainee position also expands our Amenities Trainee opportunities to the community and helps diversify our staff through centering applicants from BIPOC and other disadvantaged groups.

2021-22 FALL Requested Adj		
Expense	Contingency	-515,079
	External Materials and Services	111,336
	Fund Transfers - Expense	515,079
	Internal Materials and Services	306,000
	Personnel	97,743
Expense	Sum:	\$515,079

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	515,079
Revenue	Sum:	\$515,079

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000098 - Maintenance Mechanic	3.00	61,548	0	4,707	31,488	97,743

Position Detail

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
Total	3.00	61,548	0		31,488	97,743

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12532 -OS_01: Workspace

Package Description

The 2020 levy could fund 150 additional full time positions. Approximately 30% of that growth will be in work groups reporting to the Portland Building. Their space needs should be accommodated through hybrid work strategies, without increasing our downtown office space footprint, as part of OMF's Revisioning the Workplace Pilot.

The majority of the remaining positions will likely be in work groups which report to one or more of the dispersed maintenance buildings such as Delta Park, Mt Tabor Maintenance Yard, or one of the Zone Facilities. These positions typically have more complex workspace requirements than office workers, and include needs for fleet parking, equipment, shops, mud rooms, and material storage; in addition to lactation rooms, meeting rooms, and workstations. On average, a PP&R office worker requires 200 square feet (gross) whereas a maintenance worker requires 300 square feet (gross), plus fleet parking.

As further background, the 2014 Bond-funded projects at Mt Tabor and Delta Park, though in the long-term will help, were planned before the levy and will exacerbate the space shortage during the construction period. Additionally, modernization of the other PP&R maintenance facilities has not kept pace with deterioration and the portfolio is in dire need of investment well beyond the scope of the operating levy.

Based on exhaustive analysis of location, organization, and existing spaces; we know a new Eastside Maintenance facility will be a significant component of a workspace strategy to accommodate growth from the levy.

No new positions are added in this proposal. The requested resources are to lease and configure a new facility, and possibly other smaller ones. This is the first of several expected components of an evolving workspace improvement strategy. Additional phases or components may be part of a future levy, general fund, or other funding proposal.

Service Impacts

We want to close the maintenance facility gap in East Portland and make it easy for all teams to provide exemplary service there, as well as Citywide. Additionally, we want to provide all maintenance and operational staff welcoming, well-located, and functional facilities. This means considering common needs like secure bike parking, connected conference rooms, lactation rooms, and an adequate number of workstations. It also means providing for unique needs like secure fleet vehicle parking, shop space, and mudrooms; all while keeping worker safety at the forefront.

Equity Impacts

Future and existing employees will benefit from modern, well-located maintenance facilities as will the recipients of their services. Proximity makes a difference to providing good services to the community. Existing employees who are asked to move reporting location and don't want to will be burdened.

2021-22 FALL Requested Adj		
Expense	Capital Outlay	1,000,000
	Contingency	-2,000,000
	External Materials and Services	1,000,000
	Fund Transfers - Expense	2,000,000
Expense	Sum:	\$2,000,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	2,000,000
Revenue	Sum:	\$2,000,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12533 -OS_04: Sustainable Futures Admin

Package Description

This proposal will fund administrative costs for the Sustainable Future Program. The majority of the funding is requested for administrative expenditures to meet Parks Levy voter commitments, including costs to support the Parks Levy Oversight Committee meetings, produce an annual report, and compensate a contractor to identify Parks Levy compression impact actuals to meet City Council direction for compensating the Children's Levy. This also includes funding for contractor support in development of a Bureau long-term funding model.

These are administrative support functions to meet Parks Levy commitments and Council direction. The Parks Levy Oversight Committee will be ensuring the Parks Levy resources are being utilized in alignment with voter direction, which included increasing equity and access to service for diverse populations, including communities of color, seniors, teens, households experiencing poverty, immigrants and refugees, and people living with disabilities. The annual report will be critical in identifying how and to what extent the Parks Levy is delivering on its commitment to voters.

Service Impacts

The intent of having a 5-member Parks Levy Oversight Committee is in part to ensure the Bureau is receiving input on where and how it can improve its processes and programs to better advance racial equity and underserved communities. The production of an annual report with the Parks Levy Oversight Committee is one way for that Committee to have a strong role in communicating both with City Council, and with the community, about the Parks Levy, who it is serving, and how they are being served.

Equity Impacts

Portlanders approved a Parks Levy that centered equity. Part of the role of the 5-member Parks Levy Oversight Committee will be to review and advise on how and to what extent that is being accomplished. The annual report will be an opportunity to communicate and share with City Council and the community how Parks Levy resources are supporting services and how those service impact Portlanders. The Parks Levy is a property tax resource and is paid for by property owners in Portland.

2021-22 FALL Requested Adj		
Expense	Contingency	-37,000
	External Materials and Services	37,000
	Fund Transfers - Expense	37,000
Expense	Sum:	\$37,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	37,000
Revenue	Sum:	\$37,000

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12534 -Enterprise Fund Technical Adjustment

Package Description

This package adjusts beginning fund balance in both the Golf fund and the Portland International Raceway fund. Also adds budget for anticipated Parks internal labor costs.

Service Impacts

Equity Impacts

2021-22 FALL Requested Adj		
Expense	Contingency	2,040,519
	Personnel	-34,253
Expense	Sum:	\$2,006,266

2021-22 FALL Requested Adj		
Revenue	Beginning Fund Balance	2,006,266
Revenue	Sum:	\$2,006,266

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12535 -OS_05: BHR IA and Outreach Coordination

Package Description

This request is in direct response to recruiting the staff necessary to deliver on Parks Levy commitments.

Current staffing within BHR has the recruitment analyst stretched working with multiple bureaus and projects. Identifying a dedicated recruitment analyst to work with PP&R during the levy ramp up as well as the first year of levy funding will provide us with the dedicated support to be successful in recruiting the talent we need to fulfill our levy commitment. The proposed package is an interagency agreement to hire a dedicated recruiter assigned to PP&R through December 2022.

During the levy ramp up we realized the benefits of coordinating our outreach and marketing efforts. To build on our work and carry that forward we are requesting one time funding for marketing, expanding our reach through outside media contracts. The expansion of our efforts will reach more people through social media, radio and TV. Consolidated outreach will allow us to engage candidates in interests across the Bureau which they may not have been aware of. The coordination of our outreach will allow us the ability to build on our community partnerships and strengthen relationships while reaching a diverse market.

Service Impacts

PP&R strives to ensure that our workforce racial diversity is reflective of the overall population of the city and promotes an internal culture of respect, inclusion and equity across the organization.

In order to meet our desired outcome we must first start with our outreach and recruitment efforts. Having a team intentionally focused on outreach and recruitment that is composed of not only PP&R staff but also BHR is instrumental in this outcome. BHR a critical partner in our efforts and in recognition of their own staffing levels and limitations this request will supplement their internal team to support PP&R.

Equity Impacts

Investing in outreach and recruitment provides us with the resources to reach underrepresented communities. We have already seen the benefits through our ramp up phase of reaching BIPOC communities and sharing career opportunities. In addition to highlighting employment we are providing BIPOC communities with foundational skills in searching for a job including resume writing and interviewing techniques. The investment now will have an ongoing impact as individuals pursue jobs.

2021-22 FALL Requested Adj		
Expense	Contingency	-147,671
	External Materials and Services	25,000
	Fund Transfers - Expense	147,671
	Internal Materials and Services	122,671
Expense	Sum:	\$147,671

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	147,671
Revenue	Sum:	\$147,671

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12536 -AD_08: Increase Electrical Repair Work

Package Description

The Electrical Shop within the Facilities Maintenance Workgroup of the Professional Repair & Maintenance Services (PRMS) Program struggles to meet the urgent demand for electrical-related repairs of potentially dangerous electrical systems due to failing, aging and vandalized assets.

We propose to add 1 new Electrician position in the Facilities Maintenance workgroup. Adding this position will help the Electrical Shop complete more preventative and urgent work orders, perform electrical repairs that present danger to the public and staff. This will fit into the existing organizational structure of the Electrical Shop and help service repairs in East and SE Portland and other underserved areas, as well as urgent repairs throughout the city.

This package also includes estimated costs for external and internal materials and services, as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

Adding this position will help the Electrical Shop complete the large backlog of work orders – including more preventative and urgent work orders and will facilitate performance of electrical repairs in community centers and other facilities that present danger to the public and Staff.

Equity Impacts

This Electrician position will help us ensure that park and recreation facilities in deficient areas (like East and Southeast Portland) are well serviced and safe. The position will be working in high equity score areas (with a large percentage of youth populations, diverse populations, and low-income populations) to ensure that the few park, natural area, and community center resources that they have can remain open and functional.

2021-22 FALL Requested Adj		
Expense	Contingency	-166,174
	External Materials and Services	22,358
	Fund Transfers - Expense	166,174
	Internal Materials and Services	102,000
	Personnel	41,816
Expense	Sum:	\$166,174

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	166,174
Revenue	Sum:	\$166,174

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000116 - Electrician	1.00	27,615	0	2,112	12,089	41,816
Total	1.00	27,615	0		12,089	41,816

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12537 -OS_06: Workorder system replacement

Package Description

This project encompasses the replacement of Micromain, which is the current work order system for PP&R. Micromain was implemented in 2011 and is at the end of its life, and vendor support for the system is extremely limited and unlikely to continue in the future. Micromain does not support a number of required features, a few examples:

- o Does not have the ability to create preventative/predictive maintenance plans
- o Does not track linear or polygon assets
- o Cannot auto-generate work orders based on predictive analytics, among a number of other common features of modern-day systems

A combined Enterprise Asset Management (EAM)/Computerized Maintenance Management System (CMMS)/Work Order system is mission critical. This application supports over 400 end-users in more than 20 work units within PP&R. This encompasses all of PP&R assets, inventory, natural areas, and trees.

This system will enable PP&R to be able to track, analyze and develop plans to obtain ADA compliance. Additionally, this will allow PP&R to track and correct deferred maintenance for facilities, natural areas, trees, and other assets ensuring that we are equitably providing services to the entire city.

Service Impacts

A configurable asset management system will assist with our ability to address ADA issues, both for our community and for our workers. Being able to access accurate records and data with a system that doesn't rely on an individual reporting, but rather current condition and predictive models able to compare site maintenance and assets will assist in ensuring PP&R is providing equitable services citywide.

Equity Impacts

PP&R may find that we have pockets of sites in underserved areas that are not as well maintained as those in areas more familiar with how to report issues. We know that the tree canopy is not equitably dispersed across the city and this will assist in planning and implementation of new planting and tree maintenance.

PP&R can now solicit vendors that are able to provide language translation within the application so users can select a preferred language, opening up both the opportunity for those where English isn't a first language and creating work efficiencies.

2021-22 FALL Requested Adj		
Expense	Contingency	-1,000,000
	External Materials and Services	1,000,000
	Fund Transfers - Expense	1,000,000
Expense	Sum:	\$1,000,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	1,000,000
Revenue	Sum:	\$1,000,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12538 -OS_07: Centralized Training

Package Description

This request is an investment in employee development to cultivate the skills and abilities within our workforce to provide services to the community. The request is a one time ask to provide us with the funding for training specifically for safety, DEI and professional development.

Safety

The PP&R Safety and Security Team requests funding to efficiently provide Oregon Occupational Safety & Health Administration (OR-OSHA) required trainings (e.g., fall protection, hazard communication, machine guarding, etc.) to ensure compliance with regulatory standards as well as further enhance the safety culture at PP&R. This funding would be utilized to implement a virtual training system covering a variety of OSHA-required training modules required for PP&R crews. This would permit more efficient proctoring, allowing staff to complete modules on their own time, and would aid PP&R Supervisors in tracking required trainings and module completion. The proposed system is already utilized by other Bureau's and will allow all staff to utilize the existing BHR SuccessFactors platform as well as rely on the vendor Health & Safety Institute (HSI).

Diversity Equity and Inclusion (DEI)

Training funds to hire external resources/training professionals to provide needed Diversity, Equity, and Inclusion training . Immediate training would be in response to requested training topics including Bias Awareness, Microaggression, Anti-racism, Decolonization, Trainings in Spanish, and ADA Awareness.

Professional Development

Training funds to hire external resources/training professionals to provide needed professional development training. Training topics include project coordination/management; critical thinking; mentorship; change management; fostering team building and respect among co-workers; and, leadership skills and communication. We have consistently received requests for communication training specifically in regards to listening, customer service, conflict resolution and public speaking.

Service Impacts

This investment will help employees become aware of culture and work environment expectations, bias and other barriers to diversity, equity and inclusion. This is essential in creating and maintaining a respectful and inclusive environment.

Safety training is critical as it provides our employees with the understanding and tools necessary to work safely. This has a direct impact on the community as we maintain safe assets.

Professional development provides employees with the resources to learn and expand their career opportunities. This is an investment in our current and future workforce as they promote and grow within the organization.

Equity Impacts

Training is in direct response to the feedback we heard from our employees and community partners. In order to ensure we are providing the correct training we will need to continuously solicit feedback both internally and externally. Some of the trainings will specifically on making the workplace and places where community visits more safe and welcoming, including cultural responsiveness.

2021-22 FALL Requested Adj		
Expense	Contingency	-105,000
	External Materials and Services	105,000
	Fund Transfers - Expense	105,000
Expense	Sum:	\$105,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	105,000
Revenue	Sum:	\$105,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12540 -AD_09: Enhance Electrical Building Controls and Repair Support to Improve Fir

Package Description

The Electrical Shop within the Facilities Maintenance workgroup of the Professional Repair & Maintenance Services (PRMS) Program struggles to maintain and manage PP&R building controls systems to maximize our energy efficiency and fire/life/safety concerns because it has extremely limited staff capacity.

We propose to add 1 new Low Voltage/Controls Electrician and 1 new Systems/Project Support Staff in the Facilities Maintenance workgroup.

The new Low Voltage/Controls Electrician position will help with electrical controls, including fire and life safety systems, throughout the park and recreation system. PP&R has historically been without a position dedicated to fire alarms, digital controls, and other electrical systems despite having recently upgraded to an electronic Direct Digital Control system to maximize our energy efficiency and sustainability. Adding this position will be an opportunity to implement new fire/life/safety protection measures, increase energy efficiency, and reduce operating costs.

The new Systems/Project Support position will help support field-based electrical, mechanical, and plumbing activities, and electronic digital systems, and will create preventative maintenance schedules, and will monitor equipment performance, and will analyze the systems to anticipate and prevent unexpected failures. This position will also assist with complex electrical repair projects, which may include responsibilities for planning, working with consultants, securing trade permits, contacting suppliers, and contracting with vendors and installers. We propose this position to be classified as an Engineering Technician I.

This package also includes estimated costs for external and internal materials and services, as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

The new Low Voltage/Controls Electrician position will manage electrical controls and implement new fire/life/safety protection measures throughout the parks and recreation system to increase energy efficiency and reduce operating costs. The Engineering Tech I position will create preventative maintenance schedules, monitor equipment performance, and analyze the systems to anticipate and prevent unexpected failures.

Equity Impacts

These two Electrical Shop positions will allow for prioritization of repairs in East and SE Portland and other underserved areas to maximize energy efficiency and safety.

2021-22 FALL Requested Adj		
Expense	Contingency	-300,750
	External Materials and Services	44,716
	Fund Transfers - Expense	300,750
	Internal Materials and Services	187,500
	Personnel	68,534
Expense	Sum:	\$300,750

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	300,750
Revenue	Sum:	\$300,750

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000116 - Electrician	1.00	27,615	0	2,112	12,089	41,816
30000324 - Engineering Technician I	1.00	16,009	0	1,225	9,484	26,718

Position Detail

Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
Total	2.00	43,624	0		21,573	68,534

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12541 -AD_10: Building Envelope Maintenance and interior painting

Package Description

This Building Envelope and Interior Maintenance Package includes 1 new Painter and 1 new Painter Apprentice in the Paint Group within the Professional Repair and Maintenance Services (PRMS) Program. These staff will work on building and facility envelope and interior maintenance painting, which will help extend the lives of our many park buildings and structures.

With current staffing and workload, the Paint Shop has an expansive backlog of maintenance paint orders, such as painting of buildings, swimming pools and other assets, which contributes to the \$500M overall maintenance backlog.

This package also includes estimated costs for external and internal materials and services, as well as one-time costs for 1 new vehicle per FTE.

Service Impacts

Adding these new Paint Shop staff will help the Paint Shop complete more urgent and preventative work orders and reduce the backlog of work orders. Timely painting of assets will help maintain facilities, community centers and structures in a good condition, thereby extending the lifespan of building and structure assets. This will save the Bureau money and minimize unsafe lead-based paint exposure for the community. The Painter Apprentice position will allow the successful candidate to grow subject matter expertise within our organization, as well as provide staff depth for painting projects and serve as a stepping-stone for moving into journeyman positions, thus helping us, as organization, stay strong, resilient, and sustainable into the future.

Equity Impacts

In addition to alleviating the painting workload, adding the new Painter and Painter Apprentice positions will allow for servicing of repairs in East and SE Portland and other underserved areas to maximize the life span of our community centers, structures, facilities, and assets, and will expand our apprenticeship opportunities for the community.

2021-22 FALL Requested Adj		
Expense	Contingency	-333,952
	External Materials and Services	61,474
	Fund Transfers - Expense	333,952
	Internal Materials and Services	204,000
	Personnel	68,478
Expense	Sum:	\$333,952

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	333,952
Revenue	Sum:	\$333,952

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000112 - Painter	2.00	43,582	0	3,334	21,562	68,478
Total	2.00	43,582	0		21,562	68,478

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12542 -OS_10: Employee Development

Package Description

This package is to hire a consultant to complete a training assessment which will guide us in developing a comprehensive training program with an intentional focus on diversity, equity, and inclusion and professional development. The training assessment will include the development of career tracks which will influence the Grow Our Own program focused on the development of trainee positions and apprentice positions. Grow Our Own program will initially focus on Parks Squad, YCC, Aquatics and skilled trades.

Investing in a training program is an investment in our employees. When we invest in our employees the results are increased morale, motivation and efficiencies. The tools and paths created through the program will provide employees with career options to pursue increasing longevity and growth.

Service Impacts

A training plan provides employees with the roadmap for growth and success. We have functioned without a plan for years which has left employee development up to individual employees and their supervisors.

Investing in the development of a training plan will provide us with the needed structure to help employees with both short term and long-term career goals.

Investing in employee development has an external impact with our community. Highly trained employees provide quality service to our community.

Equity Impacts

With the expansion of our BIPOC community partnerships we have started soliciting feedback as to what they see as gaps and how PP&R employees interact and provide services to the community. We will continue gathering feedback from our BIPOC community partners and utilize this information in the training plan development.

2021-22 FALL Requested Adj		
Expense	Contingency	-50,000
	External Materials and Services	50,000
	Fund Transfers - Expense	50,000
Expense	Sum:	\$50,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	50,000
Revenue	Sum:	\$50,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12543 -OS_15: Community Surveys

Package Description

This proposal would provide one-time funding to support increased capacity to engage the community and gather both quantitative and qualitative data to inform decision making and program design. Historically PP&R has completed a large-scale Community Survey to assess park and recreation needs within the community every three to five years. PP&R has also implemented a park intercept survey program in the past to gather real time data from park and community center users. Focus group research has also been conducted with underserved communities. These are important tools that could be enhanced or reinvented to better reflect the perceptions of BIPOC and underserved populations.

The funds would be used primarily for consulting services and part time labor to support a park intercept survey program, a larger scale community survey project and/or focus group efforts.

Service Impacts

The purpose of this proposal is to gather information about people's perceptions about an array of issues related to park and recreation services. The Bureau has significant experience in administering citywide and park specific surveys over the years. Our emphasis in this project will be to elevate the voices of underserved and BIPOC populations within Portland to better understand their needs, values and perceptions about park and recreation services. We know that traditional survey modes (i.e. phone, mail etc.) are not the best options for reaching BIPOC and lower income populations. We will be using this project to test alternative methods that have a proven track record of engaging underserved and racially diverse populations.

Equity Impacts

We've learned from past work that alternative information gathering methods such as focus groups can provide more meaningful insight into perceptions of BIPOC and underserved communities. In addition, follow up and continued engagement is an approach that we will work to employ in order to validate results and continue to build trusting relationships with our stakeholders. This will require close collaboration with the bureau's Equity and Inclusion team as well as the City's Office of Equity.

As part of this project we will strive to authentically engage underserved communities by reaching them where they are. Furthermore, it will be important to use this project to build trust by providing follow up and demonstrating that we are being responsive to what we are hearing in our data gathering.

2021-22 FALL Requested Adj		
Expense	Contingency	-130,000
	External Materials and Services	130,000
	Fund Transfers - Expense	130,000
Expense	Sum:	\$130,000

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	130,000
Revenue	Sum:	\$130,000

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12544 -OS_13: Ranger Service Dispatcher

Package Description

This proposal package converts a temporary service dispatcher to a permanent position for the Park Ranger program, pursuant to the Park Ranger Strategic Development Plan. Currently, the Park Ranger program is authorized for 2 full-time dispatch positions and 1 temporary position to provide call taking intake 7-days per week, 7:00 a.m. to 11:00 p.m. However, the temporary position will expire in December 2021. This will reduce available call-taking coverage on evenings and weekends.

Park Ranger Service Dispatchers answer calls and e-mails from the public related to park rule violations and park problems. They help manage our Ranger resources by prioritizing calls based on our Response Priorities protocols and our Level of Service guidelines, dispatching Rangers, and forwarding community concerns for proper disposition. This ensures we are providing equitable service across the city and are managing our resources responsibility. In addition, dispatchers provide a safety link for staff in the field, monitoring Ranger activity and provide a one-stop call taking location for the public, 7-days per week.

Prior resources have not been sufficient to ensure community safety expectations are being met in providing responsive service and care to our parks and natural areas. Call taking was dependent upon the general phone queue of the Parks Customer Service center, which is only open 8am to 5pm Monday through Friday. When Ranger Dispatchers are not available, calls to the Ranger line compete with general phone calls for park reservations, permits, and recreation programming sign-ups.

Service Impacts

The desired result of this package is to increase the accessibility of the Park Ranger program to the broader community, especially those communities that may be reluctant to report park problems because of fear of an escalated response. The service dispatcher position will be the central 'first point of contact' in our ongoing effort to improve community outreach and help the community connect to Ranger services. Finally, the desired outcome of this position and package is an ultimate goal of helping park users understand the role of Rangers in resolving civil, behavioral, or societal problem.

Equity Impacts

The permanent development of the dispatch program within the Park Rangers allows us to more closely work on methodologies to reduce harm and increase voices from BIPOC, refugee, immigrant, and multilingual communities. Examples include placing a wider emphasis on developing ways to outreach to those communities and helping communities understand what Rangers do and that when they call, they will be treated with dignity, respect, and a helpful dispatcher that can triage the issue and help determine what resources are needed. Dispatchers will grow to develop a park safety answering point that can successfully communicate with those communities through LanguageLine or multi-lingual capabilities.

2021-22 FALL Requested Adj		
Expense	Contingency	0
	Fund Transfers - Expense	0
	Personnel	0
Expense	Sum:	\$0

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	0
Revenue	Sum:	\$0

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000029 - Service Dispatcher	1.00	42,952	0	3,286	27,309	73,547
Total	1.00	42,952	0		27,309	73,547

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12545 -OS_14: Park Ranger Supervisor

Package Description

This proposal package converts a limited term Park Ranger Supervisor to a permanent position for the Park Ranger program, pursuant to the Park Ranger Strategic Development Plan. Currently, the Park Ranger program is authorized for 2 full-time supervisor and 2 limited-term positions to provide coverage 7-days per week, across all shifts. The 4 positions ensures a supervisor is on duty at all times when seasonal and full-time park rangers are working across our system. This converts one of the positions to permanent to ensure continuity in services we are providing to the public without any gap in service delivery.

A permanent Supervisor will provide supervision of Park Rangers and daily patrols and in engaging with high-level community stakeholders and partners. Supervisors assign, schedule and manage staff based upon eternal, external, and stakeholder needs in response to park community safety in coordination with our dispatch program.

Prior resources have not been sufficient to ensure community safety expectations are being met in providing responsive service and care to our parks and natural areas. Without proper supervision on evenings and weekends, existing supervisors and managers are called upon to work overtime or work outside of scheduled time to manage situations that require a higher level of expertise, care, and management.

Service Impacts

The desired result of this package is to provide greater capacity for the Ranger program to engage with the community and properly align workloads across all supervisors. The program currently has limited capacity to develop long term relationships with community groups due to significantly increased workloads for our supervisors and leadership team under the current structure.

Equity Impacts

The supervisor will enhance internal and external communications with stakeholders, ensuring the Ranger program is responsive to PP&R staff and a special focus on underserved communities.

2021-22 FALL Requested Adj		
Expense	Contingency	0
	External Materials and Services	33,345
	Fund Transfers - Expense	0
	Personnel	-33,345
Expense	Sum:	\$0

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	0
Revenue	Sum:	\$0

Position Detail						
Job Class - Name	FTE	Salary	Supplemental	Statutory	Benefit	Total
30000757 - Park Ranger Supervisor	1.00	55,640	0	4,257	30,157	90,054
Total	1.00	55,640	0		30,157	90,054

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12560 -A&D and CIP Technical Adjustments

Package Description

This package includes the following technical adjustments:

1. changes the levy funded \$150K IFCC study's Functional Area or Service "Program Offer" from "Planning" to "Arts General" (PRREARAR00).
2. spreads existing funding from overarching admin projects to site specific projects; for example, ADA
3. budgets newly funded Major Maintenance and SDC funded projects
4. budgets cash transfers to pay for NPUP staff and Basketball Court refurbishment
5. balances BFB to CAFR

Service Impacts

NA

Equity Impacts

NA

2021-22 FALL Requested Adj		
Expense	Capital Outlay	2,088,716
	Contingency	14,796,444
	External Materials and Services	533,584
	Fund Transfers - Expense	1,142,916
	Personnel	150,700
Expense	Sum:	\$18,712,360

2021-22 FALL Requested Adj		
Revenue	Beginning Fund Balance	17,569,444
	Fund Transfers - Revenue	1,142,916
	Miscellaneous	0
Revenue	Sum:	\$18,712,360

PK - Portland Parks & Recreation

DP Type

Internal Transfer

Request Name: 12565 -Levy Fund/General Fund Technical Adjustments

Package Description

This request contains net zero adjustments between the Levy and General Funds, as well spreading out summer revenue and one-time General Fund cut backfills.

Service Impacts

No impacts to service.

Equity Impacts

None.

2021-22 FALL Requested Adj

Expense	External Materials and Services	-886,183
	Fund Transfers - Expense	20,737,215
	Internal Materials and Services	886,183
	Personnel	0
Expense	Sum:	\$20,737,215

2021-22 FALL Requested Adj

Revenue	Fund Transfers - Revenue	20,737,215
	General Fund Discretionary	0
Revenue	Sum:	\$20,737,215

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12576 -O&S Technical Adjustments

Package Description

This package includes several net zero adjustments within the Operation and Strategies Division. Specifically, the changes appropriate new revenue in in the property division, adjusts pass through funding to partner organizations per updated agreements, establishes an interagency agreement with the Auditor's office for tow appeals, appropriates expected salary savings to fund Healthy Parks Healthy Portland strategic planning efforts, and adjusts the Park Ranger budget to be consistent with materials and services needs.

Service Impacts

Service impact included with these changes include increased capacity to provide partner organizations with increased resources, such Leach Botanical Garden. Salary savings generated from slower than expected Parks Levy hiring will allow the bureau to move forward on Strategic Planning efforts.

Equity Impacts

Increased emphasis on Strategic Planning efforts will help position the bureau to be more responsive towards BIPOC and lower income populations in Portland. Increase program revenue will allow more capacity to support services at Leach Botanical Garden and the populations in and around East Portland.

2021-22 FALL Requested Adj		
Expense	Contingency	-475,944
	External Materials and Services	772,909
	Internal Materials and Services	309,184
	Personnel	-210,149
Expense	Sum:	\$396,000

2021-22 FALL Requested Adj		
Revenue	General Fund Discretionary	0
	Licenses & Permits	396,000
Revenue	Sum:	\$396,000

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12588 -Remove Interfund Loan Budget

Package Description

This package reverses entries for an interfund loan that was intended to cover levy eligible costs that the bureau thought might occur before the tax resources became available. The bureau is now certain it will not need to use the loan, and after checking with Central Accounting and Treasury, is deleting the loan's budgeted line items.

Service Impacts

Equity Impacts

2021-22 FALL Requested Adj		
Expense	Debt Service	-10,451,675
Expense	Sum:	(\$10,451,675)

2021-22 FALL Requested Adj		
Revenue	Bond & Note Proceeds	-10,451,675
Revenue	Sum:	(\$10,451,675)

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12596 -Parks Levy Fleet Carryover

Package Description

This package will carry over funds for vehicle purchases that were previously approved and budgeted in the Spring Supplemental budget, fiscal year 2020-21. This is a request to carry over that budget into the FY22 Budget.

Service Impacts

Land Management and Urban Forestry divisions added positions in the Spring Supplemental budget. Purchasing these vehicles will allow the employees in those positions to perform their intended duties.

Equity Impacts

2021-22 FALL Requested Adj		
Expense	Contingency	-442,720
	Fund Transfers - Expense	442,720
	Internal Materials and Services	442,720
Expense	Sum:	\$442,720

2021-22 FALL Requested Adj		
Revenue	Fund Transfers - Revenue	442,720
Revenue	Sum:	\$442,720

PK - Portland Parks & Recreation

DP Type

Technical Adjustments

Request Name: 12622 -Land Management Technical Adjustments

Package Description

This request contains one net zero change to the Land Stewardship budget, and one line of interagency agreement revenue from the Bureau of Environmental Services for plant procurement

Service Impacts

Will add additional capacity for the Environmentally Sustainable Landscaping unit for plant procurement at BES-owned sites.

Equity Impacts

No impacts to equity.

2021-22 FALL Requested Adj		
Expense	External Materials and Services	37,000
	Internal Materials and Services	-20,000
Expense	Sum:	\$17,000

2021-22 FALL Requested Adj		
Revenue	Interagency Revenue	17,000
Revenue	Sum:	\$17,000

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

100 - General Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	57,158,210	55,663,705	97.39%
External Materials and Services	16,595,295	13,254,951	79.87%
Internal Materials and Services	10,568,066	12,509,904	118.37%
Capital Outlay	117,421	360,183	306.74%
Debt Service	63,473	0	0%
Contingency	0	0	
Fund Transfers - Expense	921,201	921,201	100%
TOTAL EXPENDITURES	85,423,666	82,709,944	96.82%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Taxes	0	423	
Licenses & Permits	795,910	747,392	93.9%
Charges for Services	4,387,592	5,714,037	130.23%
Intergovernmental	114,000	16,547	14.51%
Miscellaneous	208,826	168,200	80.55%
General Fund Discretionary	75,817,587	0	0%
Interagency Revenue	4,099,751	4,632,659	113%
TOTAL REVENUES	85,423,666	11,279,259	13.20%

Expenditure Discussion

Personnel - Underexpenditure in this category is due to vacancies as well as one-time resources for the Sustainable Futures program that were not recommended for carryover to FY 2021-22

EMS - Roughly half of the underspending has been requested to carry over to fund encumbrances from FY 2020-21. Many large materials and services expenditures were delayed due to COVID impacts, such as Washington Park parking and shuttle services. This item would typically be reimbursed through an offset account (see IMS below) with the result of the underspending a net zero impact to PP&R's General Fund. Additionally, transaction fees related to the bureau reservation system - Active Net - were much lower than budgeted due to COVID - related lower transaction volumes. Furthermore, Fall BMP adjustments assumed conservative expense reductions related to building closures (utilities and janitorial) and contingency allocations that were added to the budget due to uncertainty of COVID related impacts to budget.

IMS - Variance is due to planned transfers in offset accounts from Park Trust Funds and Parks Levy that did not happen due to COVID impacts. These are budgeted as negative expenses in IMS and expenses in EMS. The overall impact of this underspending is net zero on the General Fund, as noted above.

Capital Outlay - The variance in the Capital Outlay category was due to a paving project at Washington Park.

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

Revenue Discussion

Service Charges and Fees - The main driver in this category is a \$1 million revenue credit realized in Finance that is related to PBOT's use of PP&R's Active Net system. This is in part due to disruptions in revenue timing associated with COVID impacts. Revenue came in slightly higher in the bureau's Recreation and Customer Service Center operations compared to revised budget amounts, but still significantly lower than historical norms due to COVID impacts.

Intergovernmental - This variance results from significantly reduced revenue reimbursement from the non profit organization (CMC Inc.) supporting the Community Music Center. Reimbursement was down corresponding to reduced expenses related to programming being significantly reduced due to COVID Impacts.

Interagency - Interagency revenue came in higher than budgeted due to increased need for Urban Forestry Services from PBOT. Much of this was due to winter storm damage.

Miscellaneous - This variance is due to lower than expected revenue for plants sold to friends groups that provide plantings at some of our parks.

Other Notes

Total General Fund utilization for FY 2020-21 was underspent by \$4.3 million. Netting out coverage for year end encumbrances (\$2.8 million) the year end underexpenditure was \$1.5 million. Drivers for the underexpenditure are noted in the variance explanations above.

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

217 - Grants Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	317,254	5,483	1.73%
External Materials and Services	1,542,223	212,616	13.79%
Internal Materials and Services	2,282	-190,583	-8,351.59%
Capital Outlay	903,349	1,199,163	132.75%
TOTAL EXPENDITURES	2,765,108	1,226,678	44.36%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Intergovernmental	2,765,108	2,805,386	101.46%
Miscellaneous	0	14,463	
Beginning Fund Balance	0	0	
TOTAL REVENUES	2,765,108	2,819,849	101.98%

Expenditure Discussion

Overall expenditure actuals were 44.36% of budgeted expenses. This is mostly due to the FEMA grant for storm damages; this grant will fund repair projects that have not yet begun. Capital Outlay actuals were 132.75% of budget. This was due to several in which expenses were budgeted in a prior fiscal year, but actuals hit in the current year.

Revenue Discussion

Overall revenues collected were 1.46% higher than budgeted

Other Notes

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

220 - Portland Parks Memorial Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	2,046,567	1,040,321	50.83%
External Materials and Services	10,537,523	317,102	3.01%
Internal Materials and Services	2,213,245	1,456,753	65.82%
Contingency	1,410,326	0	0%
Fund Transfers - Expense	74,130	74,130	100%
TOTAL EXPENDITURES	16,281,791	2,888,306	17.74%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Licenses & Permits	50,000	1,217,127	2,434.25%
Charges for Services	2,083,000	2,533,678	121.64%
Intergovernmental	0	12,412	
Miscellaneous	551,984	526,225	95.33%
Fund Transfers - Revenue	67,646	67,646	100%
Beginning Fund Balance	13,529,161	0	0%
TOTAL REVENUES	16,281,791	4,357,088	26.76%

Expenditure Discussion

Personnel: There are large variances in personnel within the Washington Park Parking Program, Summer Free For All, SUN Schools and Urban Forestry Funds due to ever changing program responses to COVID-19 restrictions.

External Materials and Services: The large budget that exists in External Materials and Services is used to budget remaining fund balance in lieu of using other restricted accounts. The large budget is typically only used for unforeseen needs.

Internal Materials and Services: Actuals in this category are lower than anticipated due to COVID-19 response program changes.

Revenue Discussion

Licenses & Permits: Budget amount of \$50k was erroneously loaded for Urban Forestry Trust Fund permit revenue. Historical actual amounts are typically around \$1 million.

Charges for Services: Rental revenue actuals were higher than anticipated for Strasser Field and Community Gardens. Washington Park Parking revenue was \$383k higher than budget projections and there were additional unbudgeted donations received for the Memorial Bench fund and the new CMC Partnership fund.

Other Notes

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

232 - 2020 Parks Local Option Levy Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	2,194,061	0	0%
External Materials and Services	5,500,000	0	0%
Internal Materials and Services	1,305,939	0	0%
TOTAL EXPENDITURES	9,000,000	0	0.00%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Bond & Note Proceeds	0	0	
Fund Transfers - Revenue	9,000,000	0	0%
TOTAL REVENUES	9,000,000	0	0.00%

Expenditure Discussion

Revenue Discussion

Portland Parks & Recreation

Other Notes

Parks Levy Funds were not utilized in FY 2020-21. An interfund loan and supplemental budget was approved by City Council in February 2021, but the bureau experienced slower than expected hiring and ramp up for the levy in the spring and was able to sustain its operating needs with existing resources.

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

402 - Parks Capital Improvement Program Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	4,280,561	3,050,975	71.28%
External Materials and Services	36,851,070	9,535,875	25.88%
Internal Materials and Services	1,950,428	1,200,357	61.54%
Capital Outlay	12,519,634	14,313,949	114.33%
Debt Service	344,908	144,908	42.01%
Contingency	123,897,992	0	0%
Fund Transfers - Expense	9,689,906	689,906	7.12%
TOTAL EXPENDITURES	189,534,499	28,935,969	15.27%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Charges for Services	5,800,000	15,309,391	263.96%
Bond & Note Proceeds	263,473	170,250	64.62%
Miscellaneous	4,015,648	3,681,174	91.67%
Fund Transfers - Revenue	6,202,986	6,202,986	100%
Interagency Revenue	0	2,958	
Beginning Fund Balance	173,252,392	0	0%
TOTAL REVENUES	189,534,499	25,366,759	13.38%

Expenditure Discussion

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

Total Expenses: Capital Fund expenditures were under budget by 56% (excluding contingency), with approximately \$27 million in External Materials and Services. This variance is driven by the challenge to predict how much a capital project will actually be able to spend in each year, particularly for multi-million dollar projects that span several years. The timing of the spending is dependent on a number of factors including ability to find and hire consultants and contractors to navigating permit requirements that can take months to complete. The current approach is to budget enough of the available funding so that projects can surge ahead given the opportunity. About \$18 million of the balance was related to EMS conservative placeholders with the remainder specifically related to large projects that will continue into FY 2021-22. The largest of these are: Parklane Park Development, Errol Heights Park Development, Mt Tabor Yard Maintenance Facility, Urban Forestry Maintenance Facility, and Gabriel Park ADA Playground.

Personnel Services: 29% or \$1.2 million under budget, mainly due to vacancies.

External Materials & Services: 74% or \$27.3 million under budget. See above narrative.

Internal Materials & Services: 38% or \$780,071 under budget. See above narrative.

Capital Outlay: -14% or \$1.8 million over budget. See above narrative.

Debt Service: 58% or \$200K under budget.

Fund Transfer Expenses: 93% or \$9,000,000 variance occurred because the \$9,000,000 SDC loan budgeted to fund the Parks levy ramp up was not needed.

Revenue Discussion

Total Revenue: Taking the Beginning Fund Balance out of the equation shows revenues exceeded budget by 21%, or \$9.1 million. Revenue is historically over budget in the Capital Fund due to SDC Service charges. The year ended with a net decrease to fund balance of \$3.6 million, bringing it to \$169.7 million overall – 83% of which is System Development Charges.

Charges for Services: -164% or \$9.5 million over earned due to stronger than expected performance in the residential SDC market, which was about 50% of 2019 performance levels. Commercial SDCs performed at 82% of 2019 levels.

Bond and Note Proceeds: 35% or \$93,233 under budget. There are three things occurring in this line item. 1) The \$170,250 revenue above is a loan payment that should have posted to Miscellaneous, bringing this category to 100% underearned. See the Miscellaneous Section for more detail. 2) In the FY 2020-21 Adopted, \$200,000 was budgeted preliminarily as a placeholder for a possible SDC loan for the Pittock Mansion Parking Lot expansion project, then 3) In the Over Expenditure Ordinance, \$63,473 was budgeted for Pittock Parking Lot Loan repayment; however, it was later determined that for technical reasons, this would not be treated as a loan.

Miscellaneous Revenues: 8% or \$334 thousand under budget. The \$170,250 Golf loan payment shown in the Bond & Notes Proceeds section should have posted here, bringing this section to 4% or \$164,224 under budget. This variance is mostly due to not receiving loan repayment from PIR which had a down year due to COVID and slight underearning in interest on investments.

Fund Transfer Revenues: no variance.

Interagency Revenues: nil variance.

Other Notes

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

500 - Parks Endowment Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
External Materials and Services	33,783	0	0%
Ending Fund Balance	164,893	0	0%
TOTAL EXPENDITURES	198,676	0	0.00%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Miscellaneous	3,894	1,856	47.67%
Beginning Fund Balance	194,782	0	0%
TOTAL REVENUES	198,676	1,856	0.93%

Expenditure Discussion

The budget in External Materials and Services exists to be used if needed in lieu of using other restricted accounts. Rose awards were not distributed in FY2020-21.

Revenue Discussion

The Miscellaneous Revenue actuals are less than expected due to a lower rate of interest earned on fund balances.

Other Notes

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

603 - Golf Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	3,388,790	3,355,334	99.01%
External Materials and Services	4,879,956	4,776,527	97.88%
Internal Materials and Services	493,475	427,614	86.65%
Capital Outlay	50,000	26,839	53.68%
Debt Service	442,518	434,669	98.23%
Contingency	2,876,689	0	0%
Fund Transfers - Expense	398,707	398,707	100%
TOTAL EXPENDITURES	12,530,135	9,419,689	75.18%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Charges for Services	10,719,520	12,385,191	115.54%
Miscellaneous	30,000	33,772	112.57%
Beginning Fund Balance	1,780,615	0	0%
TOTAL REVENUES	12,530,135	12,418,963	99.11%

Expenditure Discussion

Expenses were mostly in line with the FY21 Revised Budget. No expenses exceeded budget for the year.

Revenue Discussion

Revenue actuals, excluding beginning fund balance, were 15.53% over budget, due to continued increase in golf demand.

Other Notes

Prior Year Fund Reconciliation Report

Portland Parks & Recreation

604 - Portland International Raceway Fund

EXPENDITURES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Personnel	725,971	749,255	103.21%
External Materials and Services	602,459	329,239	54.65%
Internal Materials and Services	112,587	129,409	114.94%
Debt Service	99,525	94,052	94.5%
Contingency	570,276	0	0%
Fund Transfers - Expense	102,453	102,453	100%
TOTAL EXPENDITURES	2,213,271	1,404,408	63.45%

REVENUES	2020-21 Revised Budget	2020-21 Actuals	Percent of Actuals to Revised
Charges for Services	1,328,430	1,094,114	82.36%
Miscellaneous	29,990	7,950	26.51%
Beginning Fund Balance	854,851	0	0%
TOTAL REVENUES	2,213,271	1,102,064	49.79%

Expenditure Discussion

Expenses were roughly 85% of budget for the year. This was due to several events being either eliminated or altered due to restrictions on spectators due to the COVID pandemic. Personal Services actual expenses were 3.21% over. This was due to bringing in more casual labor than initially forecasted. The increase in some events with spectatorship toward the end of the fiscal year resulted in a higher need for seasonal help. Internal Materials and Supplies were up 14.94% over budget because of Fleet replacement costs. PIR brought more vehicles onto Fleet replacement, and those additions were not budgeted.

Revenue Discussion

Revenues, excluding beginning fund balance, were roughly 81% of budgeted revenues for FY2020-21. COVID closures and reduced events affected revenue for the entire year, though the track was able to increase some events and spectatorship to a limited level.

Other Notes

With both revenues and expenses under budget, the actual ending fund balance was not significantly different than projected.

FY 2019-20 Budget Note Update

Portland Parks & Recreation

Date of Budget Note: July 1, 2019 in the FY 2019-20 Adopted Budget

Budget Note Title: Completion of Critical Planning Efforts and Preparation for Vision Plan

Budget Note Language: Council directs Portland Parks & Recreation to complete and present to Council three key planning processes prior to moving forward with the Vision Plan planning process: the financial sustainability plan, the cost-recovery plan, and the level of service plans for parks and community centers. These efforts should define any financial and service constraints and opportunities prior to engaging the community in the vision planning process.

As part of these primary planning efforts, Portland Parks & Recreation should explicitly identify strategies for addressing the bureau's major maintenance gap and park expansion due to the increase in system development charge revenues. Additionally, the level of service study should include a preliminary plan that addresses the City's goals around neighborhood and full-service community centers within the financial constraints defined in the financial plan.

Summary Status: Underway

Budget Note Update: September 1, 2021

In the six months since the last update of this budget note in March, 2021, the Bureau has continued to align its long-term planning efforts through the Healthy Parks, Healthy Portland strategic planning effort and development of the Sustainable Future Program.

The "Healthy Parks, Healthy Portland" planning framework includes updating the Bureau's Mission, Vision, Values, and Racial Equity Statement, guiding the Bureau's future endeavors. It will also:

- *Establish a framework for community partnership through a Listening and Learning Process*
- *Develop a Decision Support Tool pilot to support transparent decision-making that aligns with the City's Core Values and the Bureau's Mission, Vision, Values, and Racial Equity Statement*
- *Develop a framework for the bureau to further develop Actions and Results, integrating performance management more fully into decision-making and supporting evaluation of the bureau's work towards achieving its Mission, Vision, Values, and Racial Equity Statement.*

PP&R will continually adjust our financial strategies, cost recovery, and levels of service to ensure we are navigating towards a long-term balance between service and cost. Status updates since the original budget notes for each of the initiatives are below.

- 1) *Budget Note item: Financial Sustainability Plan*
 - a. *Re-booted and enhanced 5-year forecasting, including General Fund, Enterprise, and other funds.*
 - b. *Developed a 15-year forecast for the park system, modeling would happen to service levels at three different system funding levels.*

- c. *Analyzed a number of alternative funding options, including several that could address the bureau's major maintenance gap and permanent funding for operating funds.*
 - d. *Held a Sustainable Future Work Session with City Council in November 2019, using the 15-year system model to have a discussion with City Council about which direction they wanted PP&R to pursue (higher funding/higher service, lower funding/lower service), and which alternative funding sources they supported the bureau pursuing.*
 - e. *Referred a funding measure to the ballot. With City Council support for the bureau pursuing alternative funding to achieve higher service level goals, PP&R then worked with City Council to prepare a 5-year operating levy, which was approved by Portland voters in November 2020. Among other things, one option is for this Parks Levy to fund the O&M associated with new System Development Charge Fund investments.*
 - f. *Increased resources for the ongoing effort. In February 2021, PP&R hired a Sustainable Future Program Manager and Levy Coordinator.*
 - g. *Appointed five community members to serve on the Parks Levy Oversight Committee to review program implementation, advise on transparency and communication strategies, and produce an annual report for the community and City Council.*
 - h. *Moved funding model development work forward by researching best practices for dynamic long-term financial and service level models, including looking at work being done in other City bureaus, and reaching out to other park jurisdictions nationally. This funding model development work continues throughout FY 21-22.*
- 2) *Budget Note item: Cost-Recovery Plan*
The first phase of the cost recovery policy update was completed in 2018, culminating in a presentation to Council of the framework for further technical development and implementation. That work was put on hold, initially due to the bureau's financial crisis of 2019 and then due to COVID-19 reprioritizations. With the passage of the Parks Levy – and the consequent opportunity to reduce cost as a barrier to participation in PP&R programming - this project has renewed urgency and is being restarted, with the goal of having a policy in place in 2021.
- 3) *Budget Note item: Level of Service Plans for Parks and Community Centers*
Developed Parks and Natural Areas
The Level of Service Guidance for Developed Parks and Natural Areas reflects the community's desire for 13 park assets based on feedback received through a variety of outreach efforts. Since July 2019, PP&R:
- a. *Synthesized extensive community engagement, a comprehensive community survey, focus groups for communities of color and non-English speakers, informal surveys, and analyzed significant community input from recent engagement efforts. In late 2020, the engagement work was compiled into a summary report.*
 - b. *Reviewed current service levels and analyzed costs to provide, operate, maintain, and replace current park assets. PP&R used Geographic Information Systems (GIS) capabilities, professional staff expertise and a 3-member Parks Board working group to recommend a future Developed Parks and Natural Area Level of Service. The three reports for Level of Service (1-Executive Summary, 2-Full Report for Parks and Natural Areas, and 3-Full Report for Full-Service Community Centers) have been drafted and are in the process of being designed for final acceptance by Director and Commissioner, which is expected by December 2021. The draft documents were shared with the City Auditor's office in July 2021.*

FY 2019-20 Budget Note Update

Portland Parks & Recreation

Date of Budget Note: July 1, 2019 in the FY 2019-20 Adopted Budget

Budget Note Title: Operations and Maintenance Funding Sustainability

Budget Note Language: Council directs Portland Parks & Recreation and the City Budget Office to work together to develop, as part of Parks & Recreation's upcoming Financial Sustainability Plan, a mechanism that allows the bureau to better plan for the amount of General Fund available for O&M over the next five years. That mechanism should increase the transparency, accountability, and predictability of the bureau's O&M planning and needs. Council could then direct new parks and amenities to be designed to meet funding constraints. This mechanism should be developed in advance of the FY 2019-20 Fall BMP for consideration and potential implementation as part of that process.

This approach would better align the bureau's capital planning and budgeting processes and more effectively achieve the goals stated in the City's Operations and Maintenance policy.

That policy is intended to ensure that:

- A funding plan is in place for the maintenance and lifecycle replacement of new capital assets and equipment.
- Bureaus that require additional resources - particularly General Fund - for the maintenance and lifecycle replacement of new capital assets and equipment have a assets come into service.
- City Council is aware of the cumulative out-year maintenance and lifecycle replacement cost impact of capital plans during the budget process.
- City Council, to the greatest degree possible, prospectively approves increases to General Fund appropriation levels in the context of the budget process.

Summary Status: Underway

Budget Note Update: September 1, 2021

In April 2020, the City Budget Office (CBO) and PP&R began discussions on an updated methodology for addressing Operations and Maintenance funding. A conceptual methodology was proposed at the time, but, with the emergent issues of the pandemic and the passage of the Parks Levy, the context of that initial thinking changed. Given this changed context, CBO has identified the Fall BMP for City Council as an opportunity to get direction on how to address this challenge in light of the current five-year levy. In order to inform that Council discussion and decision-making, the bureaus will work together to jointly develop an options memo for review prior to the October 19, 2021 City Council Fall BMP work session.

FY 2019-20 Budget Note Update

Portland Parks & Recreation

Date of Budget Note: July 1, 2019 in the FY 2019-20 Adopted Budget

Budget Note Title: FY 2020-21 Funding for Multnomah Arts Center

Budget Note Language: Council directs the City Budget Office to increase the Portland Parks & Recreation Current Appropriation Level by \$265,629 on a one-time basis in FY 2020-21 to fund the expected revenue shortfall of the Multnomah Arts Center.

Additionally, Council directs Portland Parks & Recreation to complete and present to Council a plan for the long-term sustainability of the Multnomah Arts Center prior to moving forward with the additional gap backfill funds. The plan should detail the cost recovery plan and the level of service plans for the center. These efforts should define any financial and service constraints.

Summary Status: Underway

Budget Note Update: September 1, 2021

The COVID-19 pandemic and associated restrictions combined with the passage of the Parks Levy have altered the timeline and process for this project. As new realities continue to evolve, so does the analysis. This has included detailed review of expenses, revenue and staffing structure associated with specific program types. In addition to financial sustainability goals, equity and diversity in services and participation have increased in prominence, in alignment with PP&R/The City's priorities. Preliminary indications show that more focused program delivery could achieve existing revenue targets, lower current expenditures, and increase the capacity to support equity-centered community engagement, outreach, and partnerships. As analysis of different operating models are reviewed, financial sustainability and equity of services will be closely connected. The stated Goal as of March 2021 was to have programming, budget, rental/lease and building operation options in summer of 2021. While the discovery and reporting work in these areas has begun, there were delays this summer while the project manager pivoted to support PP&R's critical hunger relief program, Free Lunch + Play, due to staffing shortages. Work has resumed on the reporting of these areas and completion is expected before the end of December 2021.

Bureau Performance Narrative

Similar to previous years, PP&R has numerous metrics in which prior fiscal year values are not available. These include metrics based on community and employee surveys and large field-studies. But, unlike past years, the bureau expects values to be available in the coming fiscal year. Funds from the Parks Local Levy Option have been earmarked to resume community surveys and the bureau expects to implement an employee survey to identify and understand staff needs and experiences. In addition, field studies such as tree canopy coverage and natural area conditions will be completed in fiscal year 2021-22.

Among those values that are available, very few have been left untouched by the on-going pandemic. Recreation programs and services continue to be negatively impacted by the need for social distancing. Teen Services and nearly all in-person indoor services were cancelled. However, the bureau did continue to provide outdoor programs, free Lunch + Play meal program, virtual classes and activities, and limited drop-in programs that met public health guidelines.

Conversely, golf continues to see record setting numbers as it easily balances outdoor recreation with social distancing strategies. Workers' compensation claims returned to near pre-pandemic rates, a sign that the bureau's workforce is beginning to return to full strength. Related, the percentage of employees of color dropped slightly from prior fiscal years but rebounded by the end of FY 20-21. This is due to the increased effort of by the bureau to conduct community outreach, recruitment, and rehiring .

Beyond the pandemic, metrics that speak to long-term outcomes such as levels of service for parks/natural areas and community centers, miles of regional trails, built asset condition, and capital growth expenditures allocated to projects in diverse areas remained relatively unchanged. Winter weather severely impacted Urban Forestry's operations, keeping them focused on emergency calls and decreasing their capacity to prioritize maintenance work.

Key Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
PK_0023	Percentage of residents rating the quality of park facilities as good or very good	N/A	N/A	N/A	N/A	N/A	66%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0025	Percentage of residents living within three miles of a full-service community center	N/A	71%	70%	71%	N/A	70%	
PK_0026	Capital major maintenance funding as percentage of assets total replacement value	1.3%	.7%	2.0%	.6%	N/A	2%	
PK_0028	Number of acres of invasive weeds treated annually	1,021	1,185	0	836	N/A	2,450	The reduction in the number of acres treated is a result of ongoing COVID-19 related challenges as well as reduced staffing in the Protect The Best program.
PK_0029	Percentage of residents living within one-half mile of a park or natural area	N/A	N/A	81%	79%	N/A	81%	

Other Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
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Portland Parks & Recreation

Prior Year Performance Reporting

Run Date: 9/8/21

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Other Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
PK_0010	Percent of residents rating park grounds as well maintained	N/A	N/A	N/A	N/A	N/A	85%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0021	Total number of golf rounds played (9 holes = 1 round)	341,725	386,216	350,000	478,871	350,000	350,000	Demand swelled as the result of the COVID-19 restrictions in most other activities; Further, one local golf course closed down, which may have resulted in an increase in demand for at least 3 of our courses.
PK_0027	Percentage of work orders that are preventative	28%	10%	0	8%	N/A	0	
PK_0030	Percentage of residents rating the closeness of their neighborhood park as good or very good	N/A	N/A	N/A	N/A	N/A	83%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0031	Number of miles of regional trails	158	157	160	158	N/A	160	
PK_0041	Number of workers compensation claims per 100 workers	8.30	4.50	8.00	7.20	7.00	7.00	Worker's compensation claims are returning to rates similar to those seen prior to the pandemic. This is indicative of a strengthening workforce, primarily the hiring of seasonal and casual staff that were not able to work in the previous fiscal year.

Portland Parks & Recreation

Prior Year Performance Reporting

Run Date: 9/8/21

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Other Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
PK_0043	Employees of color as a percentage of total positions	32.2%	30.7%	30.7%	32.0%	30.7%	28%	Employees of color as a percentage of all employees went from 32% at the end of the calendar year, down to 30% as changes in SAP occurred through Winter/Spring, then slowly increased back to 32%, and then up to 34% by the end of the Fiscal Year in late June 2021. The metric changed each month in the last quarter of FY2020-2021 as the Bureau continuously processed Levy hires. We can attribute the increase in this metric during the last part of the Fiscal Year to the large, coordinated effort to rehire the bureau casual/seasonal workforce. Hiring for regular staff during this time, although not quite as numerous, also contributed to the increase in this metric value. Both regular and seasonal hiring benefited from increased intentional community outreach and marketing– both with community partners and applicants themselves.
PK_0048	Percentage of residents who feel safe walking alone in their neighborhood park during the day	N/A	N/A	N/A	N/A	N/A	83%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0049	Percentage of built assets rated in fair or better condition	N/A	N/A	50%	49%	N/A	50%	

Portland Parks & Recreation

Prior Year Performance Reporting

Run Date: 9/8/21

Run Time: 1:09:57 PM

Other Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
PK_0050	Percentage of natural areas in good or very good condition	53%	N/A	53%	N/A	N/A	53%	The Natural Area condition assessment is scheduled to be updated over the coming year, which will provide an update from 2014.
PK_0051	Percentage of tree canopy coverage within city	31.0%	N/A	30.7%	N/A	0	31%	Urban Forestry has received a lidar map from BPS and a new canopy metric value is expected during FY 21-22. We updated our definition of priority neighborhoods this year, and the numbers reported this year reflect that. Previously, we used only low-income and low-canopy criteria but now we also include %BIPOC. We now use a matrix, scoring neighborhoods based on each metric (quantiles) rather than creating a bright line (e.g. under 25% canopy) that would include them in the priority list. This will be the method going forward.
PK_0052	Annual trees planted in low canopy, low income neighborhoods	499	719	1,000	1,217	1,100	1,100	Actual percentage assumed to be much lower; System restrictions prevent the data from being limited by submission date, which means this statistic includes open permits that would expect to still be open, based on their submission date
PK_0053	Percentage of Title 11 permits not closed (by calendar year)	1%	N/A	0	6%	0	0	

Portland Parks & Recreation

Prior Year Performance Reporting

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Other Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
PK_0054	Percentage of hours of Urban Forest operations dedicated to non-emergency park trees	52%	49%	50%	32%	50%	50%	The winter storm impacted the capacity of UF operations to perform routine park maintenance. Over 21,000 hours were put in, with 48% dedicated to emergency parks and right of way work. An additional 20% was devoted to IAA work.
PK_0055	Annual scans for TeenForce passes	54,261	32,136	18,500	0	40,000	51,500	TeenForce pass and in-person services were unavailable in FY21 due to the continued COVID-19 pandemic.
PK_0057	Total estimated attendance	2,084,015	1,423,728	770,000	181,590	1,500,000	2,300,000	Nearly all in-person services were unavailable in FY21 due to the continued COVID-19 pandemic. Services that were provided included the free Lunch + Play meal program, virtual classes and activities, and limited drop-in programs that met public health guidelines.
PK_0058	Percentages of households participating in recreation activities	N/A	0	N/A	N/A	N/A	35%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0060	Percentage of participants who rate their experience as good or very good	94%	N/A	N/A	N/A	N/A	96%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0062	Percent of capital growth expenditures allocated to projects in areas with either low income, people of color, or youth populations above the Portland average.	86%	91%	0	90%	N/A	79%	

Portland Parks & Recreation

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Other Performance Measures	Measure Type Name	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2020-21 Target	FY 2020-21 Actuals	FY 2021-22 Target	Strategic Target	Details
PK_0063	Percentage of employees who feel PP&R is making an effort to diversify its workforce	77%	N/A	83%	N/A	85%	85%	Metric values come from employee survey. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0064	Percentage of employees who feel PP&R provides employees with adequate equity and cultural responsiveness training	59%	N/A	65%	N/A	65%	65%	Metric values come from employee survey. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0065	Percentage of employees who feel they receive adequate job training and education	58%	N/A	65%	N/A	65%	65%	Metric values come from employee survey. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0066	Total annual training hours completed	4,449	6,676	6,676	N/A	6,676	2,500	Metric value not currently available but are expected in late fall. Bureau is still in the process of transferring hours to system of record.
PK_0067	Percentage of employees who feel physically and emotionally safe at work	68%	N/A	83%	N/A	83%	83%	Metric values come from employee survey. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0068	Percentage of households visiting a park	N/A	N/A	N/A	N/A	N/A	95%	Metric values come from community surveys. Nothing implemented in 20-21 but most likely will be in 21-22.
PK_0069	Percentage of employees that feel safety is a bureau priority	69%	0	N/A	N/A	85%	85%	Metric values come from employee survey. Nothing implemented in 20-21 but most likely will be in 21-22.

Capital Program Status Report

Portland Parks & Recreation

CIP Program Name	2020-21 Adopted Budget	2020-21 Revised Budget	2020-21 Actuals	PY Variance	PY Percent of Actuals to Revised	2021-22 Adopted Budget	2021-22 FALL Requested Total	2021-22 July Actuals	Fall Req. to Adopted Variance	Fall Req. to Adopted % Variance
Acquisitions	4,423,284	4,423,284	965,451	-3,457,833	21.83%	3,736,000	3,736,000	2,155.84	0	0%
Amenities	0	0	23,706	23,706		0	425,000	161.81	425,000	100%
Buildings & Pools	13,537,562	4,451,062	4,613,328	162,266	103.65%	11,512,889	12,377,889	20,000.21	865,000	6.99%
Developed Parks	21,122,959	16,049,597	5,405,529	-10,644,068	33.68%	57,343,589	58,898,505	-634,672.61	1,554,916	2.64%
Green Infrastructure	549,644	3,016,644	3,783,025	766,381	125.41%	1,622,811	2,039,811	-175,302.7	417,000	20.44%
Park Amenities & Trails	3,493,622	1,714,897	3,302,263	1,587,366	192.56%	4,571,033	5,108,033	-111,563.68	537,000	10.51%
Recreation Features	2,008,272	370,272	367,406	-2,866	99.23%	94,455	94,455	-8,415.37	0	0%
Utilities, Roads & Trails	4,460,443	1,333,724	1,659,394	325,670	124.42%	5,779,109	5,821,109	-13,565.51	42,000	0.72%
Sum:	49,595,786	31,359,480	20,120,101	-11,239,379	-35.84%	84,659,886	88,500,802		3,840,916	4.34%

Capital Program Status Report

Prior Year Variance Description

Acquisitions (78%) - This budget primarily provides funding to acquire central and non-central city park properties; few opportunities were available in FY 2020-21.

Amenities (NA) - This project to replace the East Delta Park Strasser Field Scoreboard was started and completed at the end of last fiscal year.

Buildings & Pools (-4%) - Minimal variance.

Developed Parks (66%) - About a third of this variance is held for opportunities to develop parks using SDC funds. The remaining variance is related to work that will continue into FY 2021-22, primarily on repairing infrastructure in Forest Park; implementing ADA improvements; and developing the new Parklane, Errol Heights, and Gabriel Park Inclusive Play Area.

Green Infrastructure (25%) – This variance represents funding that was spent on continued development of Leach Botanical Gardens.

Park Amenities & Trails (-93%) - This variance was due to accelerated development at the Gateway Green project toward the end of the year.

Recreation Features (1%) - Minimal variance.

Utilities, Roads and Trails (-24%) - Greater progress than projected occurred on Washington Park Stormwater, Red Electric Trail, and Forest Park Entrance and Trailhead projects, thus driving this variance.

Current Year Variance Description

Capital Program Status Report

Acquisitions 0% -No variance.

Amenities (NA) - PP&R received \$425K from the American Rescue Plan to fund clean up efforts, which will be used to increase the number of trash cans in parks.

Buildings & Pools 7% - This small variance was driven by the addition of major maintenance funding for the repair of Farragut Park restroom building roof.

Developed Parks 3% - minimal variance.

Green Infrastructure 20% – this variance reflects the budget addition of newly funded SDC projects: "A Park", "Cathedral Park", "Lents Park" and "Overlook Park" nature patches.

Park Amenities & Trails 11% - this variance reflects the budget addition of newly funded SDC projects: Berrydale Skatepark, Farragut Park Playground Improvements, and Wellington Park Splash Pad.

Recreation Features 0% - No variance.

Utilities, Roads and Trails -1% - Minimal variance.
