



# **Bend Metropolitan Planning Organization**

**2019-20 Draft Budget  
and Work Program**

# Presentation Outline

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- Bend MPO background & boundary
- FY2018-19
  - Accomplishments
  - Work in progress
- FY2019-20
  - Budget history
  - Issues & opportunities
  - Major work activities and products
  - Budget summary

# What is an MPO?

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- MPO is a federal designation
- New MPOs are designated after each decennial census
- All urban areas with a population > 50,000 and a population density >1,000 persons per square mile are designated MPOs
  - Future expansions of the MPO boundary are determined by the Census Bureau and MPO jurisdictions

# What is the purpose of an MPO?

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- The primary purpose of the MPO is to coordinate transportation planning efforts among local jurisdictions for the entire “urbanized” area
  - Additional planning funding is available for these purposes
- The MPO also receives and distributes federal transportation funding each year (currently about \$1.1 million/year)



# Who funds the MPO?

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## Federal sources\*:

- Federal Highway Administration (FHWA) PL funds
- Federal Transit Administration (FTA) 5303 funds
- Surface Transportation Block Grant (STBG) funds

## State sources:

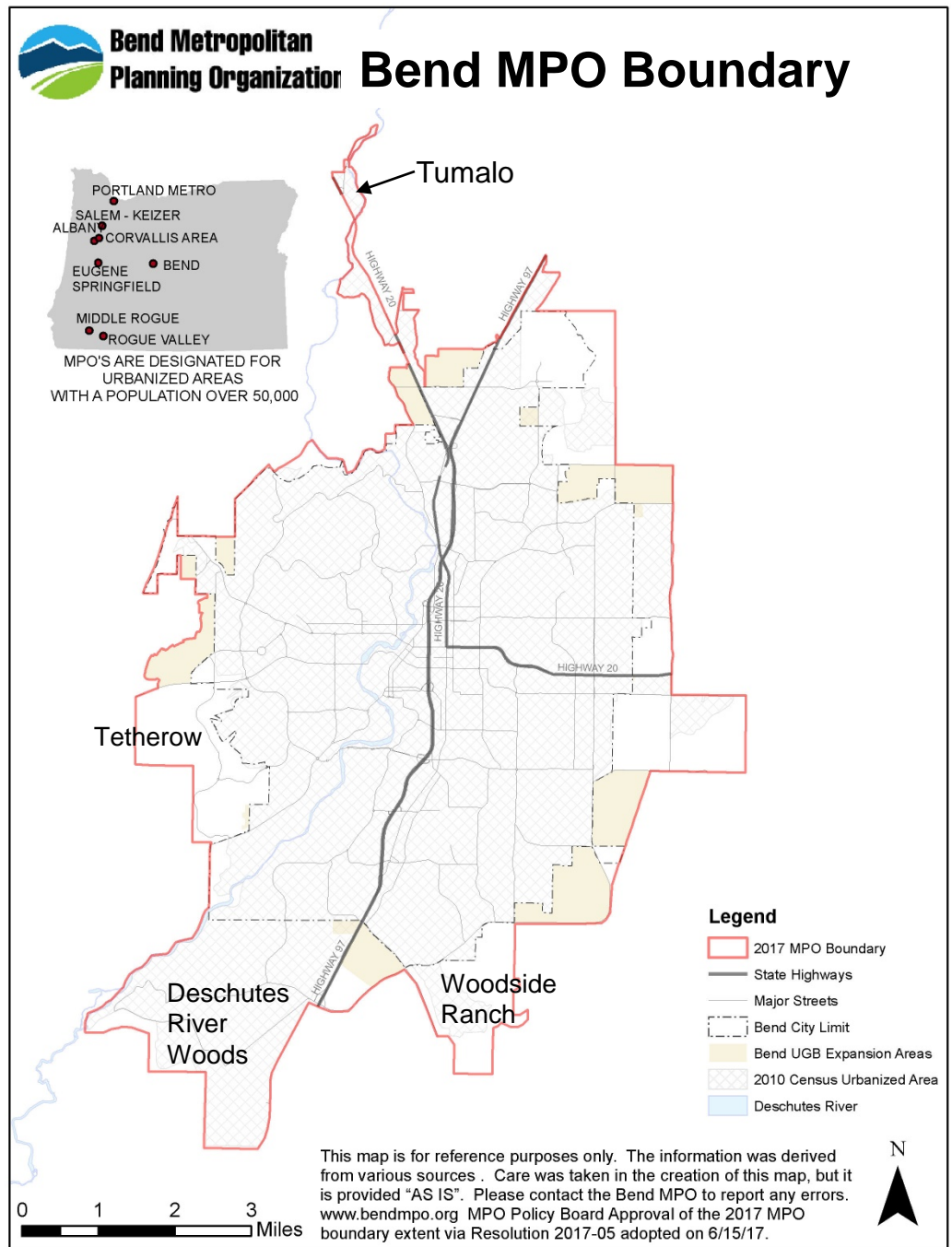
- Oregon Department of Transportation (ODOT) provides match for FHWA funds

## Local sources:

- In-kind contributions to match FTA & STBG funds

# Bend MPO boundary

\*Approximately 410 MPOs in U.S. Bend MPO is one of less than 10 MPOs covering a single city.



# 2018-19: Key Accomplishments & Work Underway

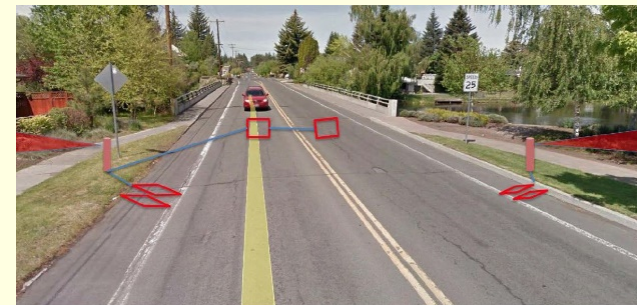
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- Adoption of applicable performance measures to meet federal requirements
- Completion of US97 Freight Plan (ODOT-led project)
- Update of Cascades East Transit (CET) Regional Transit Master Plan (CET-led process) – completion spring 2020
- Update of Metropolitan Transportation Plan – completion Sept 2019
- US97 Parkway Study (ODOT-led process using BMPO Technical Advisory Committee & Policy Board) – completion winter 2019-2020
- Transportation Safety Action Plan – completion summer 2019
- Update of Intelligent Transportation System (ITS) Plan – completion winter 2019-2020
- Annual Listing of Obligated Funds reports



# 2018-19: Key Accomplishments & Tasks Underway (cont)

- Maintenance of 2018-21 Metropolitan Transportation Improvement Program (MTIP)
- Transportation modeling support (land use development, plans and projects)
- Transportation data (Tableau software; permanent and mobile counters; ODOT research project; safety data)
- Statewide planning and committees: TPR update (RAC member); Oregon Modeling Steering Committee Executive Committee (member)
- Title VI & Environmental Justice planning (spring/summer 2019?)
- TBEST software for CET (underway)
- Public Participation Plan update (spring 2019)
- City of Bend climate action plan inventory



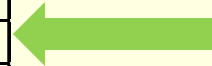
Multi-modal counters



# Budget History

- Historic budget totals

FY	PL/Match	5303	Total
2010-11	\$164,241	\$42,841	\$207,082
2011-12	\$164,241	\$42,850	\$207,091
2012-13	\$164,241	\$48,224	\$212,465
2013-14	\$150,710	\$55,730	\$206,440
2014-15	\$150,710	\$55,730	\$206,440
2015-16	\$153,993	\$44,734	\$198,727
2016-17	\$157,558	\$44,949	\$202,507
2017-18	\$161,476	\$46,359	\$207,835
2018-19	\$164,615	\$46,154	\$210,769
2019-20	\$181,948	\$47,265	\$229,213



PL = Federal Highway Administration funding  
5303 = Federal Transit Administration funding

- 2019-20 funding will surpass 2012-13 funding
- Population growth >16% since 2012
- Staff reduced from 2 FTE to 1.5 FTE in FY2015-16. Added temporary 0.6 FTE in spring 2019
- Supplementing budget with federal discretionary funding & one-time state grants

# FY2019-20: Issues & Opportunities

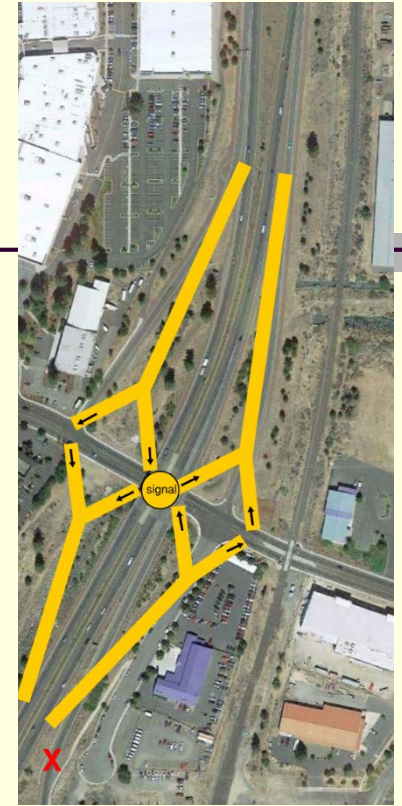
- Federal performance management requirements
- Large number of projects underway (planning, engineering, land development) – varying level of MPO involvement
- Data collection, storage and management
- Increased staffing (temporary) and ability to “catch up” on delayed projects, complete components of plan update, and work on actions identified in various planning documents



# FY2019-20 Priorities

## Highest Priorities (same as current FY)

- Metropolitan Transportation Plan update
- Transportation Safety Action Plan
- Deschutes County Intelligent Transportation Systems Plan (ITS) Plan update
- Bend Parkway (US 97) Facility Plan
- Cascades East Transit Master Plan update



Parkway Study



ITS Plan update

cascades east  
transit



# Task 1: Development & Program Management

- BMPO advisory committees
- Work Program & Budget development
- Coordination with statewide committees (staff & OMPOC)
- Public participation efforts
- Title VI & Environmental Justice analysis

Task One		
FHWA PL Funding <sup>1</sup>	\$	80,000
FTA 5303		3,000
State Match for FHWA PL		18,783
In-Kind Local Match		4,136
Beginning Working Capital <sup>2</sup>		70,000
Loan from General Fund <sup>3</sup>		100,000
<b>Total Task 1<sup>4</sup></b>	<b>\$</b>	<b>275,919</b>
Percent of Total Budget		36%

<sup>1</sup> FHWA PL Funding: FHWA Metropolitan Planning Funds

<sup>2</sup> Beginning Working Capital from City loan received on June 30, 2019.

<sup>3</sup> Grant reimbursement revenues are typically received 1-2 months after expenditures are incurred and a year-end loan from the City of Bend is anticipated on June 30, 2019 to cover charges in advance of grant reimbursement.

<sup>4</sup> The Task 1 budget also includes administrative costs (financial administration, general administration, facility management, computer information systems support and legal support), direct material and services (supplies, travel, printing), and paid leave (holidays, vacation and sick leave).

# Task 2: Short-Range Planning

- Metropolitan Transportation Improvement Program (MTIP)
- Annual Federal Funding Report
- Federal Surface Transportation Block Grant (STBG) funding management
- Interagency Coordination – Committees & Projects

Task Two		
FHWA PL Funding	\$	18,000
FTA 5303 Funding		12,000
STBG Funding		100,000
In-Kind Local Match		11,502
<b>Total Task 2</b>	<b>\$</b>	<b>141,502</b>
Percent of Total Budget		19%

# Task 3: Long Range Planning

- Update Metropolitan Transportation Plan
- Bend Area Transportation Safety Action Plan
- Update Deschutes County Intelligent Transportation Systems (ITS) Plan
- US 97 (Bend Parkway) Facility Plan (ODOT lead)
- Regional Public Transportation Plan Update (CET lead)

Task Three		
FHWA PL Funding	\$	66,105
FTA 5303 Funding		22,509
STBG Funding		150,000
In-Kind Local Match		18,247
<b>Total Task 3</b>	<b>\$</b>	<b>256,861</b>
Percent of Total Budget		34%

# Task 4: Travel Demand Modeling & Data Collection and Analysis

- Travel demand model, including support for local studies & projects
- Oregon Modeling Steering Committee
- Data collection & analysis
  - Safety/crash data
  - Transportation data collection & management (MPO & ODOT)

Task Four		
STBG Funding	\$	50,000
FTA 5303		10,000
ODOT Research Funding		25,000
In-Kind Local Match		2,335
<b>Total Task 4</b>	<b>\$</b>	<b>87,335</b>
Percent of Total Budget		11%

# FY2019-20 Major Priorities Schedule

Project	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Completion	Budget Notes*
MTP					Sept 2019	City of Bend & MPO (~\$150k) funded
TSAP					July 2019	ODOT, City, MPO (\$23k) funded
ITS Plan					Spring 2020?	ODOT & MPO (\$110k) funded
Parkway Study					Dec 2019	ODOT & MPO (\$60k) funded
CET Plan					Spring 2020?	ODOT & MPO (\$149k) funded
*MPO funding for these projects is from STBG funds						



# Proposed 2019-20 Budget: Summary

Fiscal Year 2019-20 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 70,000		
		<b>By Budget Category:</b>	
FHWA PL <sup>1</sup>		MPO Program	\$ 590,567
Federal Share	164,105	Interest Expense	1,050
State Match	18,783	Loan Repayment	70,000
Local Match <sup>2</sup>	-	Contingency	100,000
		<b>Total Budgeted Appropriations</b>	<b>\$ 761,617</b>
FTA Section 5303	47,509		
Local Match <sup>2</sup>	5,410	<b>By Task:</b>	
ODOT Research Division	25,000	Task 1: Dev. & Program Management	\$ 275,919
STBG - BMPO Planning	300,000	Task 2: Short Range Planning	141,502
Local Match <sup>2</sup>	30,810	Task 3: Long Range Planning	256,861
<b>Total Grant Funding</b>	<b>\$ 536,614</b>	Task 4: Regional Travel Demand Modeling	87,335
Total Match Funding	55,003		<b>\$ 761,617</b>
City of Bend Loan	100,000		
<b>Total Budgeted Resources</b>	<b>\$ 761,617</b>	<b>Total Budgeted Requirements</b>	<b>\$ 761,617</b>

<sup>1</sup> The FHWA PL funds and require a 10.27% local match. ODOT has traditionally met this match requirement with State funds.

<sup>2</sup> Local match for the FTA and STBG funds can be provided as hard match or through "in-kind" services.

# Proposed 2019-20 Budget: Line Item Detail

Line No.	Account Description	FY 15-16 Actuals	FY 16-17 Actuals	FY 17-18 Actuals	FY 18-19 Adopted	FY 18-19 Projected	FY 19-20 Proposed
1	Beginning Working Capital <sup>1</sup>	\$ 35,000	\$ 22,000	\$ 30,000	\$ 160,000	\$ 131,000	\$ 70,000
2	Federal Pass-through Grant - ODOT	235,542	257,739	319,719	493,789	394,146	511,614
3	State match for MPO's	15,815	23,904	40,439	16,906	16,906	18,783
4	Intergovernmental Grant - Other	9,790	6,723	-	25,000	25,000	25,000
5	Miscellaneous Revenue	550	45	81	590,567	-	-
6	Loan from City of Bend General Fund <sup>2</sup>	22,000	30,000	131,000	1,050	70,000	100,000
7	City of Bend In-Kind Match	7,200	16,597	24,387	27,798	27,798	36,220
8	<b>Total Resources</b>	<b>\$ 325,897</b>	<b>\$ 357,008</b>	<b>\$ 545,626</b>	<b>\$ 1,315,110</b>	<b>\$ 664,850</b>	<b>\$ 761,617</b>
9	<b>Requirements:</b>						
10	Regular Salaries	\$ 128,099	\$ 128,557	\$ 127,008	\$ 159,268	\$ 143,600	\$ 184,100
11	Other Payouts	3,319	-	1,111	-	2,900	2,300
12	Overtime	681	1,054	827	500	1,500	1,900
13	FICA	9,704	9,521	2,944	10,500	-	-
14	Social Security	-	-	5,297	1,244	9,200	11,700
15	Medicare	-	-	1,239	291	2,200	2,800
16	Unemployment	132	131	129	220	200	200
17	Workers Compensation	-	-	50	68	100	100
18	PERS & OP SRP	19,548	19,182	23,282	28,938	28,700	46,500
23	PERS Debt Service	3,635	3,568	2,543	3,901	3,000	3,800
24	Workers Compensation Insurance	220	191	107	396	300	600
25	Disability Insurance	359	350	344	674	400	500
26	Life Insurance	193	153	163	278	200	200
27	High Deductible - Premium	17,971	18,480	19,023	29,668	23,500	33,100
28	High Deductible - Deductible	5,951	5,897	5,764	10,000	6,400	8,500
29	High Deductible - Coinsurance	1,983	1,284	3,460	2,400	2,300	2,300
30	Dental Insurance - Premium	2,022	1,985	2,038	3,034	2,400	3,100
31	Telemed Service	-	73	80	127	100	200
32	OPEB Funding	3,027	2,979	2,483	4,546	2,500	5,600
33	Section 125 Benefits	179	187	185	327	400	300
34	Alternate Modes	60	60	177	100	400	400
35	Employee Parking	-	-	-	-	-	-
36	<b>Total Personnel Services</b>	<b>\$ 197,083</b>	<b>\$ 212,844</b>	<b>\$ 221,536</b>	<b>\$ 260,381</b>	<b>\$ 259,000</b>	<b>\$ 354,700</b>
37	Professional Services - Legal	286	1,716	1,014	3,500	1,000	3,000
38	Professional Services - Consulting	15,178	99,945	122,268	232,882	202,532	142,297
39	Professional Services - Financial Audit	10,150	10,124	4,800	5,000	5,000	5,000
40	Software Maintenance	-	400	400	1,083	800	800
41	Professional Services - Other	34,193	32,000	27,500	27,100	27,100	38,600
42	Postage	2	-	32	50	50	50
43	Advertising	262	260	156	300	300	300
44	Equipment <\$5000	-	-	-	300	300	300
45	Office Supplies & Copiers	86	220	-	200	200	700
46	Employee Costs	340	1,377	734	1,200	1,200	1,200
47	Employee Costs - Optional Training	582	1,036	548	1,600	1,000	1,800
48	Employee Costs - Licenses & Dues	2,159	1,678	1,003	1,800	1,500	1,200
49	Community Education & Outreach	813	199	1,033	1,100	2,000	2,000
50	Insurance Premium	-	2,029	2,088	2,420	2,100	2,400
51	In-Kind Match	7,200	-	-	27,789	27,798	36,220
52	<b>Total Materials and Services</b>	<b>\$ 71,272</b>	<b>\$ 110,984</b>	<b>\$ 161,576</b>	<b>\$ 306,324</b>	<b>\$ 272,880</b>	<b>\$ 235,867</b>
53	Loan Repayment	35,000	22,000	30,000	160,000	131,000	70,000
54	Interest	543	361	409	500	1,970	1,050
55	Contingency	-	-	-	-	-	100,000
56	<b>Total Requirements</b>	<b>\$ 303,897</b>	<b>\$ 346,189</b>	<b>\$ 413,521</b>	<b>\$ 727,205</b>	<b>\$ 664,850</b>	<b>\$ 761,617</b>
57							
58	Ending Working Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<sup>1</sup> Line 1 represents the Beginning Working Capital from the City of Bend loan expected and/or received on June 30 of the prior fiscal year. For the proposed budget, the 2019-20 Beginning Working Capital is the amount of the City of Bend loan anticipated on June 30, 2019.

<sup>2</sup> Line 6 represents the loan amount expected and/or received on June 30 of the current fiscal year to cover reimbursed charges not received at the end of the fiscal year. Grant reimbursement revenues are typically received 1-2 months after expenditures are incurred. For the proposed budget, the 2019-20 loan from the General Fund noted in line 6 is related to the loan anticipated on June 30, 2020.

# 2019-20 UPWP & Budget Schedule

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- Meeting with ODOT, FHWA, and FTA – February 4
- Draft UPWP document posted on BMPO website in late February
- Budget Committee meeting – today!
- Policy Board adoption of UPWP and Budget – April 16
  
- Questions?

# Budget Committee Action

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- Action Requested
  - Review and comment on Proposed Fiscal Year (FY) 2019-2020 Budget
  - Hold public hearing on Proposed FY 2019-2020 Budget
  - Make recommendation to BMPO Policy Board to approve the Proposed FY 2019-2020 Budget “as is” or with modifications.
  
- Example motion for approval: I move that the Bend MPO Budget Committee approve and recommend MPO Policy Board approval of the Proposed Fiscal Year 2019-2020 Bend MPO Budget as presented.
  
- Example motion for revision as discussed and approval: I move that the Bend MPO Budget Committee recommended changes are incorporated into the Fiscal Year 2019-2020 Bend MPO Budget and recommend MPO Policy Board approval of the Proposed Fiscal Year 2019-2020 Bend MPO Budget with those changes.

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# Thank you!

Tyler Deke, Manager

Andrea Napoli, Senior Planner (limited duration)

Jovita Anderson, Program Coordinator

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