

Bend Metropolitan Planning Organization 2018-2019 Unified Planning Work Program (UPWP) and Budget Amendments



Issue Summary:

Amendments to the 2018-2019 UPWP and Budget are required. During the 2018-19 fiscal year, the BMPO processed Supplemental Budgets to increase the City of Bend loan, add personnel and provide additional funding for the Metropolitan Transportation Plan update. These supplemental budgets increased the original budget by more than 20% and require a formal UPWP amendment to reflect the changes.

Additionally, there were financial errors between resolutions 2018-06 and 2018-08 for the Supplemental Budget adjustments. Correcting these errors requires an amendment to the budget.

Action Required:

Review and consider adoption of Resolution 2019-04 and Resolution 2019-05 to amend the 2018-2019 Budget and the 2018-2019 UPWP.

Comparison Budget Changes

Original Budget Summary

Fiscal Year 2018-19 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 70,000		
		By Budget Category:	
FHWA PL ¹		Personnel Services	\$ 216,660
Federal Share	147,709	Materials & Services	246,690
State Match	16,906	Interest Expense	500
Local Match ²	-	Loan Repayment	70,000
		Contingency	70,000
FTA Section 5303	46,154	Total Budgeted Appropriations	\$ 603,850
Local Match ²	5,283		
ODOT Research Division	25,000		
FTA 5305	20,000		
Local Match ²	4,000	By Task:	
STBG	180,283	Task 1: Dev. & Program Management	\$ 238,428
Local Match ²	18,515	Task 2: Short Range Planning	76,260
		Task 3: Long Range Planning	239,006
Total Grant Funding	\$ 463,850	Task 4: Regional Travel Demand Modeling	50,156
City of Bend Loan	70,000		\$ 603,850
Total Budgeted Resources	\$ 603,850	Total Budgeted Requirements	\$ 603,850

Revised Budget Summary

Fiscal Year 2018-19 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 70,000		
		By Budget Category:	
FHWA PL		Personnel Services	\$ 256,660
Federal Share	152,730	Materials & Services	400,061
State Match	17,481	Interest Expense	500
Local Match	-	Loan Repayment	160,000
		Contingency	70,000
FTA Section 5303	49,624	Total Budgeted Appropriations	\$ 887,221
Local Match	5,680		
ODOT Research Division	25,000		
FTA 5305	20,000		
Local Match	4,000	By Task:	
STBG	343,402	Task 1: Dev. & Program Management	\$ 334,024
Local Match	39,304	Task 2: Short Range Planning	74,366
		Task 3: Long Range Planning	428,675
Total Grant Funding	\$ 657,221	Task 4: Regional Travel Demand Modeling	50,156
City of Bend Loan	160,000		\$ 887,221
Total Budgeted Resources	\$ 887,221	Total Budgeted Requirements	\$ 887,221

Resolution Number 2019-04
Bend Metropolitan Planning Organization Policy Board

A RESOLUTION AMENDING THE BUDGET FOR THE FISCAL YEAR 2018-19

THE BEND METROPOLITAN PLANNING ORGANIZATION DOES RESOLVE AS FOLLOWS:

The Bend Metropolitan Planning Organization (BMPO) Policy Board adopted the 2018-19 budget on April 20, 2018 pursuant to ORS 294.456, and;

This amendment to the budget corrects the following errors between resolutions 2018-06 and 2018-08:

- \$90,000 that was not carried over from the first supplemental budget for the additional Loan Repayment, and
- An administrative entry error of \$3,728 that was not entered correctly from the Surface Transportation Block Grant funding distribution.

The Bend Metropolitan Planning Organization does hereby adopt the supplemental budget listed below:

Category	Original Adopted Budget	Supplemental Budgets for FY 18-19 Resolution Number		
		2018-06	2018-08	2019-04
Personnel Services	\$216,660	\$216,660	\$256,660	\$256,660
Materials & Services	246,690	246,690	306,333	400,061
Interest Expense	500	500	500	500
Loan Repayment	70,000	160,000	70,000	160,000
Contingency	70,000	70,000	70,000	70,000
Total Requirements	\$603,850	\$693,850	\$793,493	\$887,221

Adopted by the Bend Metropolitan Planning Organization the 24th of May, 2019.

Yes: _____ No: _____ Abstain: _____

Authenticated by the Chair this 24th of May, 2019.

Justin Livingston, Chair

Attest:

Tyler Deke, MPO Manager

**Resolution Number 2019-05
Bend Metropolitan Planning Organization (BMPO) Policy Board**

**For the Purpose of Amending the Fiscal Year 2018-2019
Unified Planning Work Program**

WHEREAS, formal amendments to the BMPO Unified Planning Work Program (UPWP) are required when there is a 20 percent change in overall budget costs; and

WHEREAS, overall budget costs increased by more than 20 percent as provided by the supplemental budgets from Resolutions 2018-06, 2018-08 and 2019-04; and

WHEREAS, the BMPO engages the public through visitor comments at public meetings with scheduled BMPO committees, interested party email lists and website postings of changes; and

WHEREAS, the BMPO has developed a UPWP for fiscal year 2018-2019, in coordination with US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the Bend Metropolitan Planning Organization Policy Board did review and comment on the UPWP for fiscal year 2018-2019.

NOW, THEREFORE, BE IT RESOLVED, that the Bend MPO Policy Board approves Amendment 01 to the UPWP for fiscal year 2018-2019.

Adopted by the Bend Metropolitan Planning Organization the 24th of May, 2019.

Yes:_____ No:_____ Abstain:_____

Authenticated by the Chair this 24th of May, 2019.

Justin Livingston, Chair

Attest:

Tyler Deke, MPO Manager