

Bend Metropolitan Planning Organization (MPO) Fiscal Year 2020-21 MPO Supplemental Budget



October 20, 2020 MPO Policy Board Action

Issue Summary:

In August 2020, Bend MPO was awarded a grant from Oregon Department of Transportation (ODOT) to implement a Transportation Safety Action Plan identifying action items in coordination with the City of Bend and Deschutes County. The award was not anticipated when the budget was adopted. An amendment to the Bend MPO Fiscal Year (FY) 2020-21 budget is requested to increase grant revenues and increase appropriations in materials & services for consulting services. Request for proposals for consultant services will be open until October 22, 2020.

Description:

Resolution Budget 2020-04 recognizes \$95,000 in grant funding from the ODOT Safety Division and \$19,000 in in-kind match from local jurisdictions and volunteer committee members to be used for the Transportation Safety Action Plan Implementation of Bend and Deschutes County action items as identified in the plans posted on www.bendoregon.gov/transportationsafety

The award is expected to be expended by September 2021. Any leftover funding would be carried over to FY 2021-22 during the budget development process. The grant award requires a 20% in-kind match obligation of staff time and volunteer committee members from each jurisdiction. No cash match is required.

The current FY2020-21 Bend MPO Adopted Budget is available online at: www.bendoregon.gov/mpobudget

The work tasks in the FY2020-21 Unified Planning Work Program (UPWP) will be updated with a public comment period, reviewed by the Bend MPO Technical Advisory Committee and Policy Board at an upcoming MPO meeting./

Action Required:

Review, receive any comments and consider a motion to approve Resolution 2020-04.

Suggested Motion:

I move to approve the proposed Bend MPO supplemental budget for fiscal year 2020-21 by way of Resolution 2020-04 as presented.

Comparison of Budget Changes 10/20/2020

Adopted Budget Summary FY2020-21

Fiscal Year 2020-21 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 100,000		
		By Budget Category:	
FHWA PL ¹		MPO Program	\$ 497,500
Federal Share	154,000	Interest Expense	-
FTA Section 5303	51,500	Loan Repayment	100,000
STBG - BMPO Planning	240,900	Contingency	100,000
Total Grant Funding	\$ 446,400	Total Budgeted Appropriations	\$ 697,500
		By Task:	
FHWA PL ¹		Task 1: Dev. & Program Management	\$ 347,475
State Match	17,600	Task 2: Short Range Planning	82,485
FTA Local Match ²	5,900	Task 3: Long Range Planning	208,110
STBG Local Match ²	27,600	Task 4: Regional Travel Demand Modelin	59,430
Total Match Funding	\$ 51,100		\$ 697,500
City of Bend Loan	100,000		
Total Budgeted Resources	\$ 697,500	Total Budgeted Requirements	\$ 697,500

Proposed Budget as presented in Resolution 2020-04

Fiscal Year 2020-21 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 100,000		
		By Budget Category:	
FHWA PL ¹		MPO Program	\$ 611,500
Federal Share	154,000	Interest Expense	-
FTA Section 5303	51,500	Loan Repayment	100,000
STBG - BMPO Planning	240,900	Contingency	100,000
ODOT Safety Division Funding	95,000		
Total Grant Funding	\$ 541,400	Total Budgeted Appropriations	\$ 811,500
		By Task:	
FHWA PL ¹		Task 1: Dev. & Program Management	\$ 347,475
State Match	17,600	Task 2: Short Range Planning	196,485
FTA Local Match ²	5,900	Task 3: Long Range Planning	208,110
STBG Local Match ²	27,600	Task 4: Regional Travel Demand Model	59,430
ODOT Safety In-kind Match	19,000		
Total Match Funding	\$ 70,100		\$ 811,500
City of Bend Loan	100,000		
Total Budgeted Resources	\$ 811,500	Total Budgeted Requirements	\$ 811,500

Line Item Detail of Proposed Budget as presented in Resolution 2020-04

Line No.	Account Description	FY2020-21 Adopted	Supplemental Budget Proposed	FY2020-21 Proposed Budget
2	Federal Pass-through Grant - ODOT	446,400	95,000	541,400
3	State match for MPO's	17,600		17,600
4	Intergovernmental Grant - Other	-		-
5	Miscellaneous Revenue	-		-
6	Loan from City of Bend General Fund ²	100,000		100,000
7	Interfund Charge	-		-
8	City of Bend/Deschutes County In-Kind Match	33,500	19,000	52,500
9	Total Resources	\$ 697,500	\$ 114,000	\$ 811,500
10	Requirements:			
11	Regular Salaries	\$ 243,100		\$ 243,100
12	Other Payouts	2,000		2,000
13	Overtime	-		-
14	FICA	-		-
15	Social Security Tax	15,300		15,300
16	Medicare Tax	3,600		3,600
17	Unemployment	200		200
18	Workers Compensation	100		100
19	PERS & OPSRP	-		-
20	PERS IAP	14,800		14,800
21	PERS Tier 1/Tier 2	-		-
22	PERS OPSRP	39,900		39,900
23	PERS Debt Service	4,900		4,900
24	Workers Compensation Insurance	800		800
25	Disability Insurance	700		700
26	Life Insurance	300		300
27	High Deductible - Premium	35,600		35,600
28	High Deductible - Deductible	12,000		12,000
29	High Deductible - Coinsurance	3,000		3,000
30	Dental Insurance - Premium	4,700		4,700
31	Telemed Service	200		200
32	OPEB Funding	5,600		5,600
33	Employee Parking	1,100		1,100
34	Section 125 Benefits	300		300
35	Alternate Modes	500		500
36	Total Personnel Services	\$ 388,700	\$ -	\$ 388,700
37	Professional Services - Legal	2,500		2,500
38	Professional Services - Consulting	20,000	95,000	115,000
39	Professional Services - Financial Audit	5,100		5,100
40	Software Maintenance	800		800
41	Postage	100		100
42	Advertising	300		300
43	Copiers	100		100
44	InterAgency	38,600		38,600
45	Equipment < Capital Threshold	300		300
46	Office Supplies	200		200
47	Employee Costs	900		900
48	Employee Costs - Training	1,500		1,500
49	Employee Costs - Licenses & Dues	1,700		1,700
50	Community Education & Outreach	800		800
51	Insurance Premium	2,400		2,400
52	In-Kind Match	33,500	19,000	52,500
53	Total Materials and Services	\$ 108,800	\$ 114,000	\$ 222,800
54	Loan Repayment	100,000		100,000
55	Interest	-		-
56	Contingency	100,000		100,000
57	Total Requirements	\$ 697,500	\$ 114,000	\$ 811,500
58				
59	Ending Working Capital	\$ -	\$ -	\$ -