



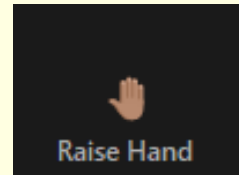
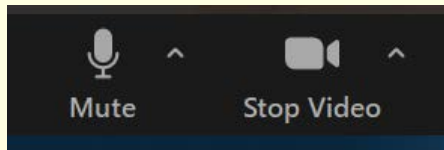
Bend Metropolitan Planning Organization



**Budget Committee Meeting
March 23, 2021**

Virtual Meeting Guidelines

- You will be on **mute** when you first join the meeting.
- Technical difficulties during the meeting? Raise Hand



- Please use the **raise hand** to speak next.
- If you join the webinar by phone, dial ***9** to raise/lower hand.
- This meeting will be **recorded** and is available as a live streaming event on YouTube. You can review this YouTube event on the City of Bend YouTube Channel.

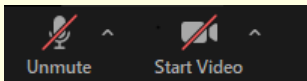


Image (Left) shows you are muted and camera is off.

Roll Call - Budget Committee & Staff

Policy Board

- Barb Campbell, Chair, City of Bend
- Megan Perkins, Vice Chair, City of Bend
- Rita Schenkelberg, City of Bend
- Phil Chang, Deschutes County
- Bob Townsend, ODOT Region 4

Citizen Members

- Andrew Davis
- Janet Gregor
- Greg Bryant
- Don Moore
- Brian Potwin

Bend Metropolitan Staff

- Tyler Deke, Manager
- Jovi Anderson, Program Coordinator
- Andrea Napoli, Senior Planner
- Cameron Prow (Type-Write II, Recorder)

Members of the public will not be part of the roll call

Meeting Purpose

- Review Committee Assignments
- Review and comment on Proposed Fiscal Year (FY) 2021-22 Work Program & Budget
- Hold public hearing on Proposed FY 2021-22 Budget
- Make recommendation to BMPO Policy Board to approve the Proposed FY 2021-22 Budget “as is” or with modifications

Budget Committee Citizen Member Assignments & Chair Assignment

- Current Budget Committee Roster (attachment A)

- Terms expire for two this year
- Welcome two new members

Citizen Members	Term End
Andrew Davis	06/30/21
Janet Gregor	06/30/21
Don Moore	06/30/22
Greg Bryant	06/30/23
Brian Potwin	06/30/23

- Andrew Davis appointed Budget Committee Chair in 2020
 - Consensus for Andrew to continue serving as Chair?

Draft Budget & Work Program

Presentation Outline

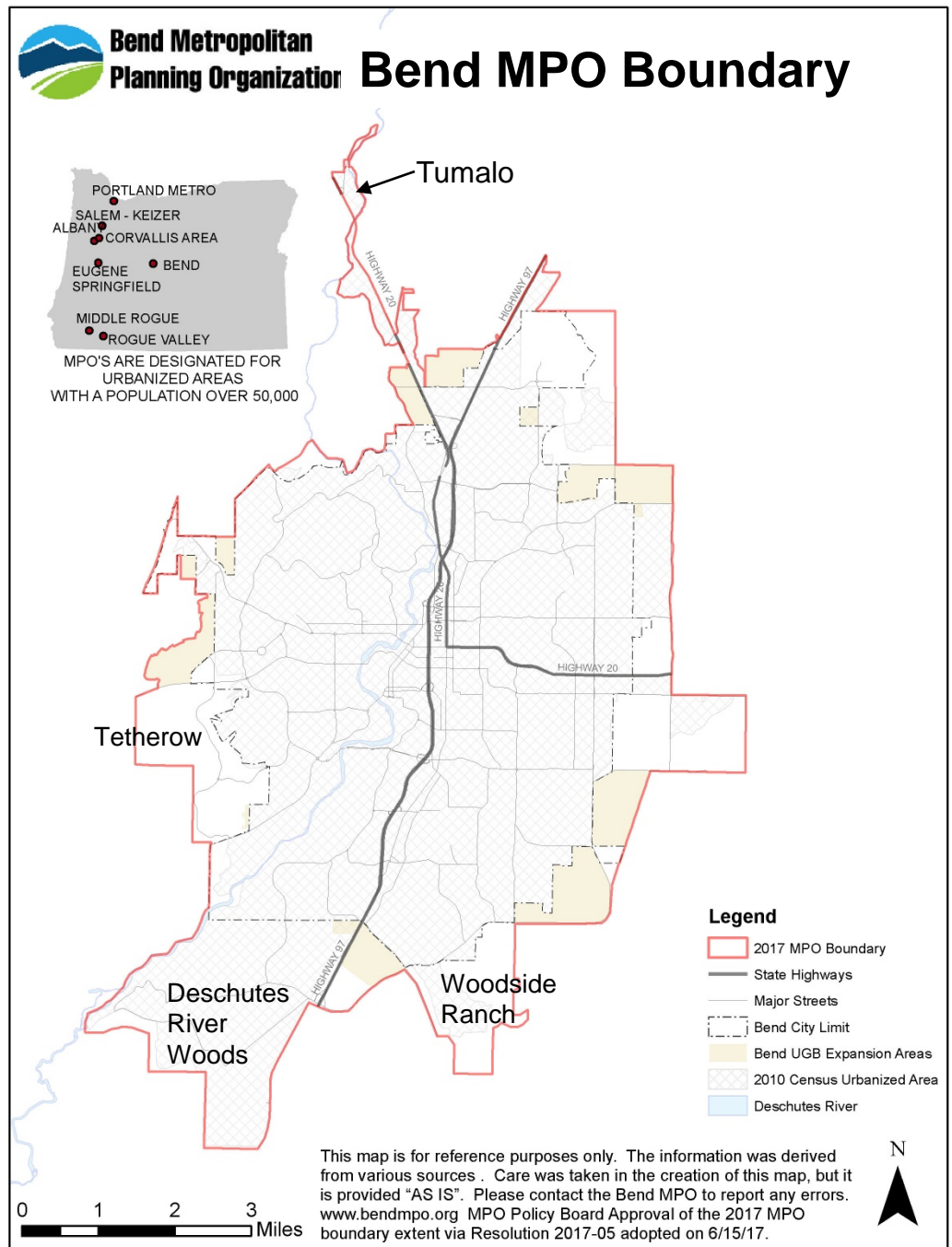
- Bend MPO background & boundary
- FY2020-21
 - Accomplishments
 - Work in progress
- FY2021-22
 - Budget history
 - Issues & opportunities
 - Future budget uncertainty
 - Major work activities and products
 - Proposed budget & possible reductions

What is an MPO?

- MPO is a federal designation, and 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
 - 2020 Census may require small adjustments to boundary (data available in 2022)

Bend MPO boundary

*Approximately 410 MPOs in U.S. Bend MPO is one of less than 15 MPOs covering a single city.



What is the purpose of an MPO?

- 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 \$1.3 million/year)



Who funds the MPO?

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



2020-21: Key Accomplishments & Work Underway

- Annual Listing of Obligated Funds report
- 2040 MTP amendment
- Title VI annual report
- Created STBG funding distribution process
- Distribution of 2020-2024 STBG funding
- Public Participation Plan update
- Created grant application and external letters of support processes
- US97 North Interchange analysis
- Coordination with ODOT Research Division for Non-Motorized Travel Activity Estimation and Crash Analysis in BMPO

2020-21: Key Accomplishments & Tasks Underway (cont)

- Bend Transportation Safety Action Plan Implementation
- US97 Bend Parkway Facility Plan
- Coordination with City of Bend staff on implementation of a multi-modal count program
- Coordination with ODOT on data warehousing options
- Oregon Modeling Steering Committee workgroups & subcommittees
- MPO representation on transportation-related committees and groups
- Transportation data reporting through COVID-19
- Transportation modeling support
- US97/Baker Road Interchange Area Management Plan

Budget History

➤ Historic budget totals

FY	PL/Match	5303	Total	Change	% Change
2011-12	\$164,241	\$42,850	\$207,091	\$9	0.0%
2012-13	\$164,241	\$48,224	\$212,465	\$5,374	2.6%
2013-14	\$150,710	\$55,730	\$206,440	(\$6,025)	-2.8%
2014-15	\$150,710	\$55,730	\$206,440	\$0	0.0%
2015-16	\$153,993	\$44,734	\$198,727	(\$7,713)	-3.7%
2016-17	\$157,558	\$44,949	\$202,507	\$3,780	1.9%
2017-18	\$161,476	\$46,359	\$207,835	\$5,328	2.6%
2018-19	\$164,615	\$46,154	\$210,769	\$2,934	1.4%
2019-20	\$181,948	\$47,265	\$229,213	\$18,444	8.8%
2020-21	\$171,642	\$51,505	\$223,147	(\$6,066)	-2.6%
2021-22	\$188,020	\$51,578	\$239,598	\$16,451	7.4%

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

- 2019-20 funding surpassed 2012-13 funding
- Funding declined in 2020-21 & increasing by 7.5% in 2021-22
- Population growth >18% (2013-2020) & Bend-Redmond MSA leads state in % employment growth (2013-19)
- Supplementing budget with STBG funding & other sources

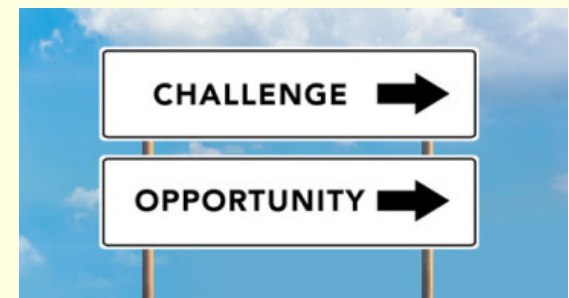
FY2021-22: Changes, Opportunities & Issues



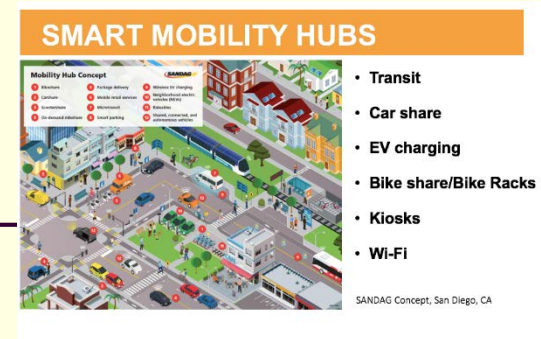
- Permanent staffing
 - Complete more work in-house (less consultant support)
 - Work on delayed projects, complete components of plan update, and work on actions identified in various planning documents
 - Greater assistance to partners
- Planning projects completion
 - Implementation strategies?
 - Further refinement planning needed
- Large number of projects underway (planning, engineering, land development) – varying level of MPO involvement
- Data collection, storage and management

FY2021-22: Changes, Opportunities & Issues (cont)

- Budget uncertainty?
 - Federal transportation legislation expired in late 2020. Temporary extension in place. Work beginning now on new long-term bill.
 - Each transportation bill has included new requirements
 - Federal gas tax last increased in 1993
 - Future funding – stable? reduced? growth?
 - Funding challenges for MPO partners (City of Bend, ODOT and CET)
 - Greater reliance on MPO resources (staffing and/or funding)?

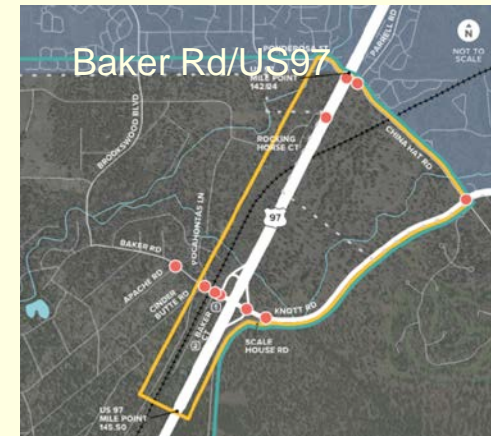


FY2021-22 Priorities



Highest Priorities

- Mobility Hubs Study – MPO/CET/City of Bend project
- STBG funding process – extra funding & COVID funding
- Data management (working with City of Bend & ODOT)
- Transportation Safety Action Plan – implementation project
- Household travel survey
- Transportation model updates
- Transit planning support
- ODOT-led planning efforts:
 - US97/Baker Rd interchange plan
 - US20 Refinement Plan



Task 1: Development & Program Management

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

Task One	
FHWA PL Funding	\$ 126,500
FTA 5303	12,500
State Match for FHWA PL	14,500
In-Kind Local Match	1,400
Beginning Working Capital ¹	100,000
Loan from General Fund ²	100,000
Total Task 1	\$ 354,900
Percent of Total Budget ³	44.3%

¹ Beginning Working Capital from City loan received on June 31, 2021.

² 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, 2021 to cover charges in advance of grant reimbursement.

³ 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)
- Performance Mgmt Tracking & Reporting
- Annual Federal Funding Report
- Federal Surface Transportation Block Grant (STBG) funding management
- Interagency Coordination – Committees & Projects
- Transit coordination & planning

Task Two	
FHWA PL Funding	\$ 21,100
State Match for FHWA PL	2,400
FTA 5303 Funding	20,000
STBG Funding	40,400
In-Kind Local Match	6,900
Total Task 2	\$ 90,800
Percent of Total Budget	11.3%

Task 3: Long Range Planning

- Mobility Hubs Feasibility Study
- Metropolitan Transportation Plan maintenance
- Transportation Safety Action Plan – implementation project
- Work with partners to develop implementation plans:
 - Deschutes County Intelligent Transportation Systems Plan (ITS)
 - Bend Parkway (US 97) Facility Plan
 - Cascades East Transit Master Plan
 - City of Bend TSP
- State of Oregon climate change initiatives
- ODOT-led planning efforts:
 - US20 Refinement Plan
 - US97/Baker Rd interchange plan

Task Three	
FHWA PL Funding	\$ 21,100
State Match for FHWA PL	2,400
FTA 5303 Funding	12,500
STBG Funding	175,000
ODOT Safety Funds	51,600
In-Kind Local Match	27,400
Total Task 3	\$ 290,000
Percent of Total Budget	36.2%

Task 4: Travel Demand Modeling & Data Collection and Analysis

- Transportation model, including a major update and support for local studies & projects
- Oregon Modeling Steering Committee
- Household travel survey
- Data collection & analysis
 - Transportation data collection & management (MPO, City & ODOT)
 - Safety/crash data

Task Four	
STBG Funding	\$ 53,800
FTA 5303 Funding	5,000
In-Kind Local Match	6,700
Total Task 4	\$ 65,500
Percent of Total Budget	8.2%



Proposed 2021-22 Budget: Summary

Fiscal Year 2021-22 Budget Summary			
	Resources		Appropriations
Beg. Working Capital	\$ 100,000		
		By Budget Category:	
FHWA PL ¹		MPO Program	\$ 601,200
Federal Share	168,700	Loan Repayment	100,000
FTA Section 5303	50,000	Contingency	100,000
STBG - BMPO Planning	269,200		
ODOT Safety Division Funding	51,600		
Total Grant Funding	<u>\$ 539,500</u>	Total Budgeted Appropriations	<u>\$ 801,200</u>
		By Task:	
FHWA PL ¹		Task 1: Dev. & Program Management	\$ 354,900
State Match	19,300	Task 2: Short Range Planning	90,800
FTA Local Match ²	5,700	Task 3: Long Range Planning	290,000
STBG Local Match ²	30,800	Task 4: Modeling and Data Collection	65,500
ODOT Safety In-kind Match ²	5,900		
Total Match Funding	<u>\$ 61,700</u>		<u>\$ 801,200</u>
City of Bend Loan	100,000		
Total Budgeted Resources	\$ 801,200	Total Budgeted Requirements	\$ 801,200

1- The FHWA PL funds are awarded at 89.73% with a requirement for a 10.27% local match. ODOT has traditionally met this match requirement with State funds.

2- Local match for the FTA, ODOT Safety Division and STBG funds can be provided as hard match or through "in-kind" services. It is anticipated that the local match requirement will be met through in-kind services from local agency staff and project collaboration. See line 4 of Resources for the match estimate from the Bend/Deschutes County In-Kind Match in the Line Item Budget on page 17.

Proposed 2021-22 Budget: Line Item Detail

Line No.	Account Description	FY21-22 Proposed Budget
1	Beginning Working Capital ¹	\$ 100,000
2	Federal Pass-through Grant - ODOT	539,500
3	State match for MPO's	19,300
4	Bend/Deschutes County In-Kind Match	42,400
5	Loan from City of Bend General Fund ²	100,000
6	Total Resources	\$ 801,200
7	Requirements:	
30	Total Personnel Services	\$ 404,300
31	Professional Services - Legal	5,000
32	Professional Services - Consulting	74,900
33	Professional Services - Financial Audit	5,200
34	Software Maintenance	2,500
35	Postage	100
36	Advertising	700
37	Copiers	100
38	InterAgency	53,600
39	Equipment	300
40	Technology Equipment	3,500
41	Mobile Device Services	500
42	Office Supplies	200
43	Employee Costs	1,500
44	Employee Costs - Training	1,500
45	Employee Costs - Licenses & Dues	1,700
46	Community Education & Outreach	800
47	Insurance Premium	2,400
48	In-Kind Match	42,400
49	Total Materials and Services	\$ 196,900
52	Total Requirements	\$ 801,200

2021-22 Work Program & Budget Schedule

- Meeting with ODOT, FHWA, and FTA – February
- Draft UPWP document posted on BMPO website in late February
- Technical Advisory Committee & Policy Board review - February
- Budget Committee meeting – today!
- Policy Board adoption of UPWP and Budget – April 20

- Questions?

Budget Committee Action

- Action Requested
 - Review and comment on Proposed Fiscal Year (FY) 2021-22 Budget
 - Hold public hearing on Proposed FY 2021-22 Budget
 - Make recommendation to BMPO Policy Board to approve the Proposed FY 2021-22 Budget “as is” or with modifications

- Sample motion for approval: I move approval and recommend MPO Policy Board adoption of the proposed Fiscal Year 2021-2022 Bend MPO Budget as presented.

- Sample motion for revision as discussed and approval: I move approval of the proposed Fiscal Year 2021-2022 budget with the recommended changes and recommend MPO Policy Board approval of the proposed Fiscal Year 2021-2022 budget with those changes.

Thank you!

Tyler Deke, Manager
Andrea Napoli, Senior Planner
Jovita Anderson, Program Coordinator

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