

QUARTERLY FINANCIAL REPORT

**FOR THE THIRD QUARTER,
Fiscal Year 2019**

May 7, 2019





PORTLAND PUBLIC SCHOOLS

FINANCE DEPARTMENT

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Date: May 7, 2019

To: Portland Public Schools Board of Education **From:** Finance Department

Subject: Quarterly Finance Report – Third Quarter of Fiscal Year 2018-19

Introduction

This packet is for the third quarter of fiscal year 2018-19 and includes summary information and supporting documentation for the following topics:

1. Quarter Three Summary - All Funds: the General Fund, the Special Revenue Fund, the Debt Service Fund, the Capital Projects Fund and the Internal Service Fund;
2. A comparison and analysis of the actual financial results for the fiscal year-to-date (YTD);
3. Budget-to-actual report includes a forecast of the remaining 3 months of the fiscal year and a forecast of the General Fund's Ending Fund Balance ("EFB");
4. Budget-to-actual reports for all other funds. EFB projections are not included for other funds.
5. Two enrollment reports that provide comparisons by grade and by school;
6. The investment report providing insight into our cash-on-hand and investment holdings;
7. An updated real real estate report providing a listing of all leases, licensing and collaboration agreements, inter-governmental agreements ("IGAs"), and services contracts;
8. The reporting cadence.

Quarter Three Summary – All Funds

Consistent with the quarter two financial report, the General Fund continues to perform in a stable manner, relative to fiscal year 2017-18. Revenues are projected to exceed the budgeted amount, while requirements are expected to be less than the budgeted amount. The ending fund balance is projected to be \$34 million, or 5.4% of the total expenditures, which is higher than the 2019-20 proposed budget amount. This amount outperforms the budgeted contingency by nearly \$9 million, or 35%.

Regarding the Special Revenue Fund, activities are currently on-trend to stay within appropriations for both revenue and expenditures. The beginning fund balance was larger than budgeted, and these additional resources will be rolled over into 2019-20 to continue supporting programs in this fund.

The Debt Service Fund is also on-trend for remaining within current appropriation levels. Revenue collections are on pace to satisfy all debt requirements. Many debt payments occur once per year, often at the end of the fiscal year. As a result, activity in this fund will increase in quarter four.

In the Capital Projects Fund, the most significant resource for this year was carry-over from last year. This is normal and expected based on the 2017 bond program spend-down schedule. Expenditures are on pace to remain within original appropriation levels.

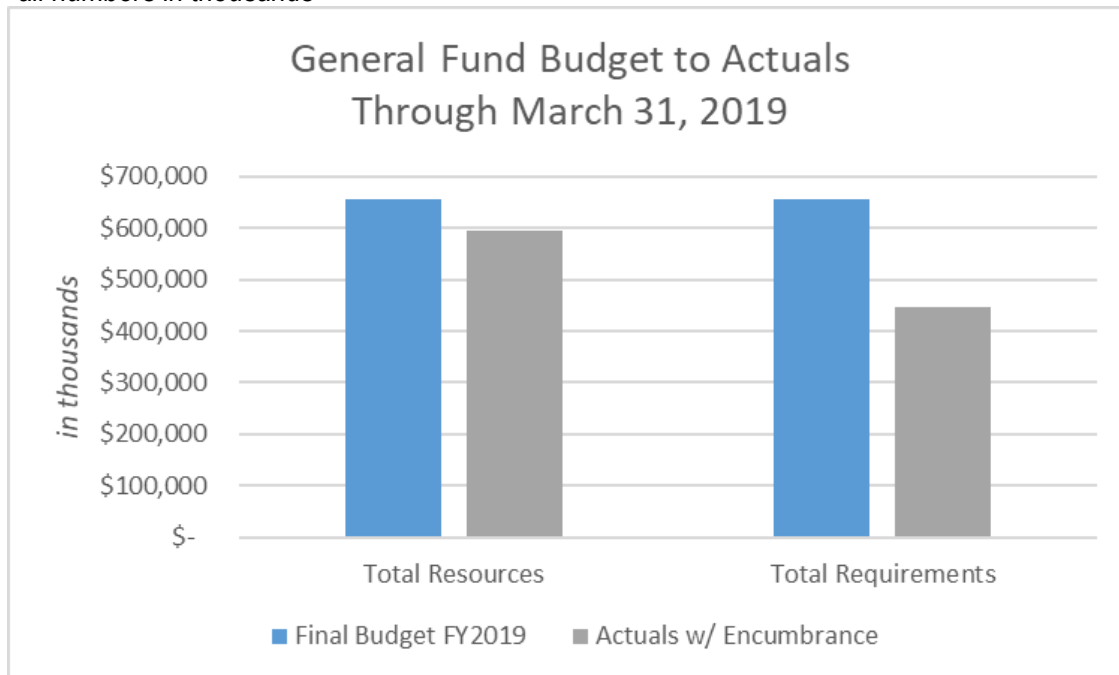
Finally, the Internal Service Fund, or Self Insurance Fund, is also performing as expected. The two primary resources for this fund are the beginning fund balance and interfund transfers from the General Fund. Rather than make a payment to a third party for worker's comp and general liability insurance, transfers are made to the Internal Service Fund to support the cost savings experienced through self-insurance.

2018-19 General Fund Budget-to-Actuals through March 31, 2019

With forecast through June 30, 2019

	Budget		Activity			
	Adopted Budget FY 2019	Final Budget FY 2019	YTD Through 03/31/2019	Encumbrances Through 03/31/2019	Actuals Including Encumbrances	Forecast Through 6/30/2019
REVENUES:						
Beginning Fund Balance	\$34,730	\$34,730	\$38,282		\$38,282	\$38,282
State School Fund:						
State School Fund	\$233,305	\$233,305	\$185,962		\$185,962	\$232,209
Property and Other Taxes	\$261,009	\$261,009	\$256,769		\$256,769	\$265,601
Local Option Levy	\$94,934	\$94,934	\$93,342		\$93,342	\$94,934
Common School Fund	\$4,902	\$4,902	\$2,746		\$2,746	\$3,717
County and Intermediate Sources	\$13,357	\$13,357	\$8,159		\$8,159	\$15,008
Investment earnings	\$2,895	\$2,895	\$3,223		\$3,223	\$3,223
Other	\$9,820	\$9,820	\$6,933		\$6,933	\$8,703
Transfers in	\$50	\$50	\$14		\$14	\$27
Total	\$655,002	\$655,002	\$595,430		\$595,430	\$661,703
EXPENDITURES (by account) :						
Salaries	\$344,088	\$344,583	\$244,858		\$244,858	\$345,384
Benefits	\$171,495	\$171,715	\$113,696		\$113,696	\$168,721
Purchased services	\$86,464	\$84,470	\$54,425	\$12,839	\$67,265	\$84,470
Supplies & materials	\$14,225	\$15,703	\$9,812	\$2,240	\$12,052	\$15,703
Capital outlay	\$1,484	\$1,483	\$1,122	\$401	\$1,523	\$1,523
Other	\$6,115	\$5,917	\$3,694	\$525	\$4,219	\$5,917
Transfers out	\$5,879	\$5,879	\$2,018		\$2,018	\$5,879
Subtotal	\$629,750	\$629,750	\$429,626	\$16,009	\$445,631	\$627,597
CONTINGENCY:						
	\$25,252	\$25,252				
Total	\$655,002	\$655,002	\$429,626	\$16,009	\$445,631	\$627,597
Projected ending fund balance						\$34,106
Projected ending fund balance percentage of actual (forecast) expenditures						5.4%

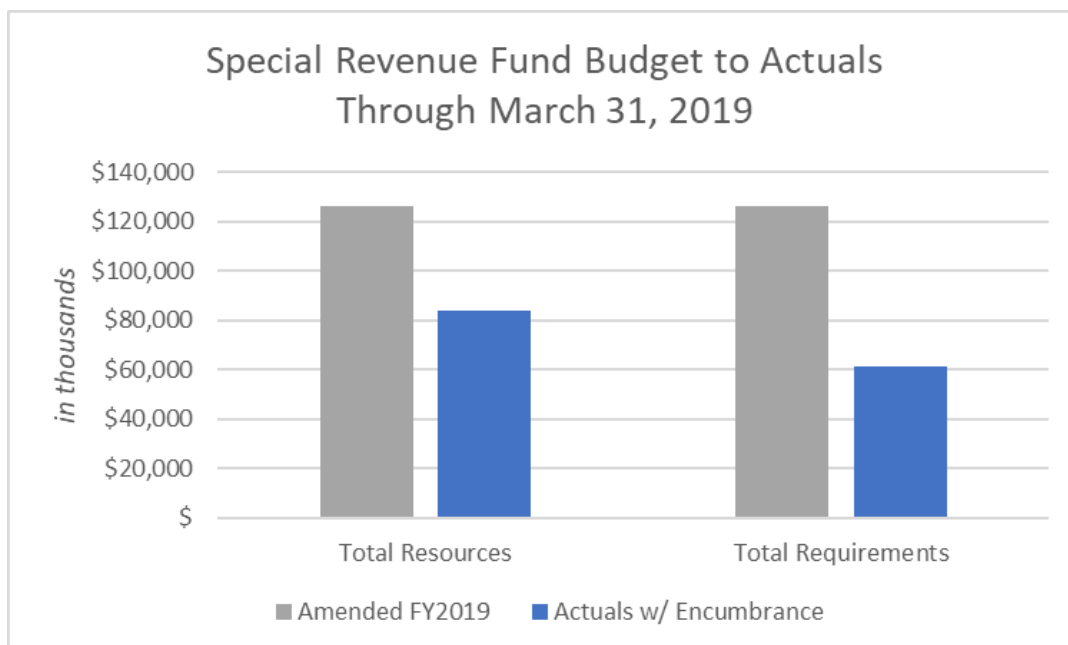
*all numbers in thousands



2018-19 Special Revenue Fund Budget-to-Actuals through March 31, 2019

SPECIAL REVENUE FUND through 3/31/2019	Budget		Activity
	Adopted FY2019	Amended FY2019	Actuals w/ Encumbrance
Resources			
Beginning Fund Balance	\$28,306	\$29,270	\$36,207
Property and other taxes	\$248	\$248	\$
State School Fund	\$150	\$150	\$139
County and intermediate sources	\$3,750	\$3,750	\$1,953
Federal and state support	\$76,972	\$71,721	\$37,765
Charges for services	\$4,382	\$4,382	\$3,488
Investment earnings	\$135	\$135	\$353
Extracurricular activities	\$8,800	\$8,800	\$
Transfers in	\$500	\$500	\$67
Others	\$7,066	\$7,245	\$4,175
Total Resources	\$130,309	\$126,201	\$84,146
Requirements			
Salaries & benefits	\$62,962	\$68,344	\$43,619
Materials & services	\$44,622	\$39,676	\$17,855
Other	\$50	\$50	\$43
Subtotal	\$107,634	\$108,070	\$61,517
Ending Fund Balance	\$22,675	\$18,131	
Total Requirements	\$130,309	\$126,201	\$61,517

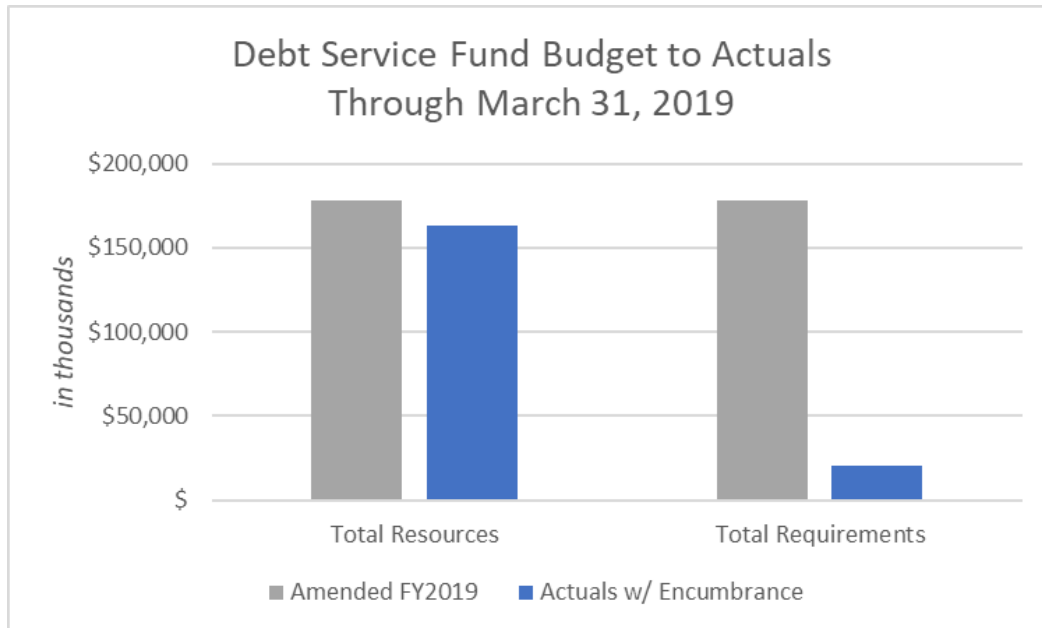
**all numbers in thousands*



2018-19 Debt Service Fund Budget-to-Actuals through March 31, 2019

DEBT SERVICE FUND through 3/31/2019	Budget		Activity
	Adopted FY2019	Amended FY2019	Actuals w/ Encumbrance
Revenues			
Beginning Fund Balance	\$3,942	\$3,942	\$6,136
Property and other taxes	\$120,282	\$120,282	\$120,370
Federal and state support	\$96	\$96	\$51
Charges for services	\$49,133	\$49,133	\$34,178
Investment earnings	\$400	\$400	\$1,427
Transfers In	\$4,459	\$4,459	\$1,216
Total Resources	\$178,312	\$178,312	\$163,379
Expenditures			
Debt Service - Principal	\$114,537	\$114,537	\$979
Debt Service - Interest and other charges	\$59,304	\$59,304	\$19,783
Subtotal	\$173,842	\$173,842	\$20,762
Ending Fund Balance	\$4,471	\$4,471	
Total Requirements	\$178,312	\$178,312	\$20,762

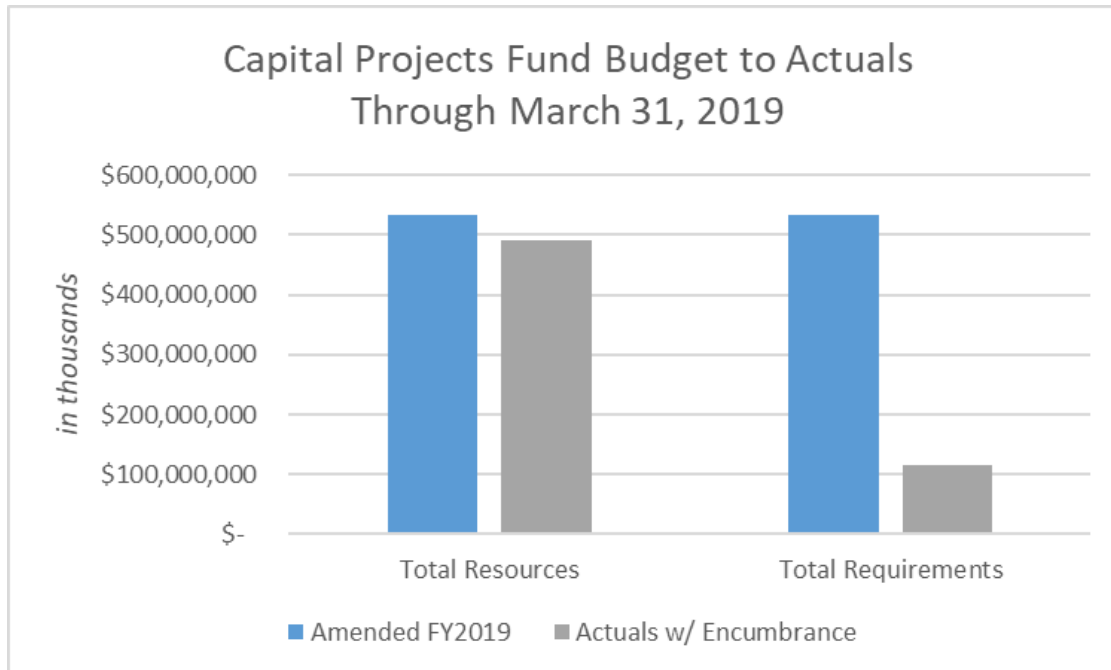
**all numbers in thousands*



2018-19 Capital Projects Fund Budget-to-Actuals through March 31, 2019

CAPITAL PROJECTS FUND through 3/31/2019	Budget		Activity
	Adopted FY2019	Amended FY2019	Actuals w/ Encumbrance
Resources			
Beginning Fund Balance	\$502,791	\$502,791	\$472,196
Property and other taxes	\$6,001	\$6,001	\$3,484
Federal and state support	\$17,500	\$17,500	\$
Charges for services	\$550	\$550	\$160
Investment earnings	\$3,100	\$3,100	\$12,832
Transfers in	\$1,539	\$1,539	\$1,315
Others	\$1,209	\$1,209	\$675
Total Resources	\$532,690	\$532,690	\$490,663
Requirements			
Salaries & benefits	\$4,268	\$4,268	\$2,094
Materials & services	\$233,438	\$233,447	\$111,756
Other	\$619	\$619	\$552
Subtotal	\$238,325	\$238,334	\$114,401
Contingency	\$294,365	\$294,365	
Total Requirements	\$532,690	\$532,699	\$114,401

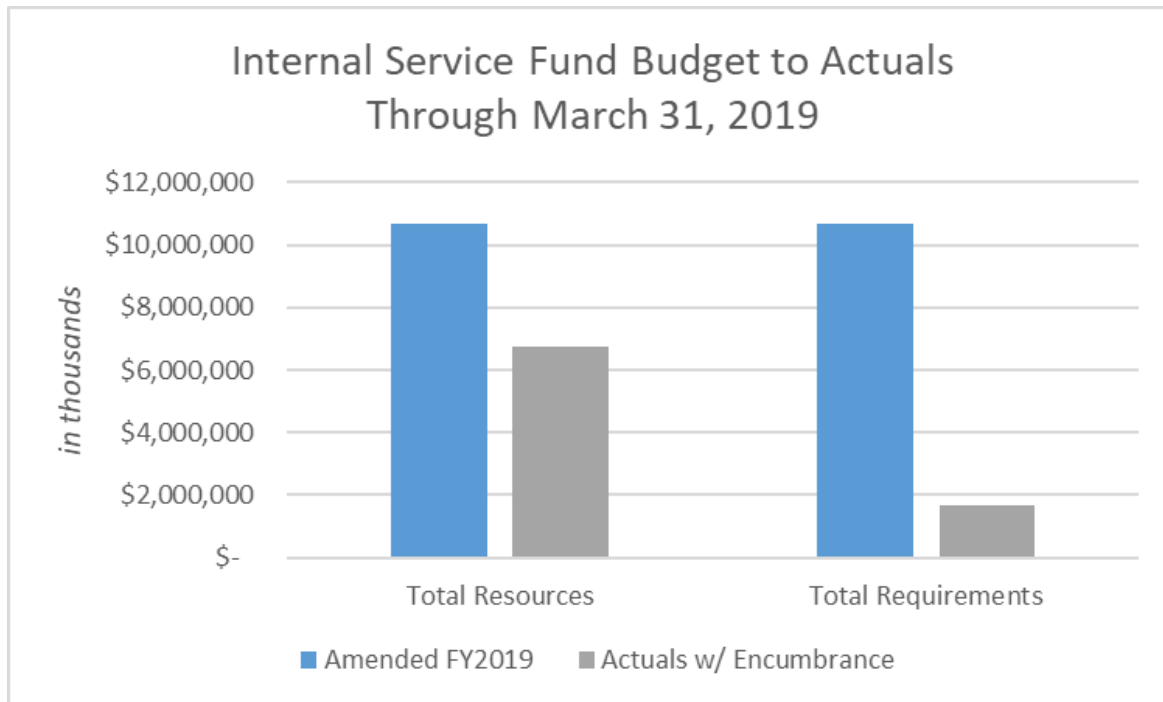
**all numbers in thousands*



2018-19 Internal Service Fund Budget-to-Actuals through March 31, 2019
 (Self-Insurance Reserve Fund)

INTERNAL SERVICE FUND through 3/31/2019	Budget		Activity
	Adopted FY2019	Amended FY2019	Actuals w/ Encumbrance
Resources			
Beginning Fund Balance	\$6,947	\$6,947	\$5,937
Federal and state support	\$155	\$155	\$37
Charges for services	\$3,508	\$3,508	\$904
Investment earnings	\$60	\$60	-\$147
Others	\$9	\$9	\$6
Total Resources	\$10,679	\$10,679	\$6,737
Requirements			
Salaries & benefits	\$374	\$374	\$230
Materials & services	\$3,430	\$3,430	\$1,418
Subtotal	\$3,804	\$3,804	\$1,648
Contingency	\$6,874	\$6,874	\$
Total Requirements	\$10,679	\$10,679	\$1,648

**all numbers in thousands*



Enrollment Comparison

As the budget was being prepared in the spring of 2018, the estimate for FY 2018-19 enrollment for the district was 49,093. Actual enrollment is measured once classes are in session. In FY 2018-19, actual enrollment was 48,708 as of October 1, 2018. This is 385 or 0.8% lower when compared to the projection used for the budget. Grades Kindergarten through 7 are trending under projections, while grades 8 through 12 were either flat or were increasing slightly.

As of December 1, 2018, total enrollment for the district decreased over the last year, with 275 less students, or a decrease of 0.6% from the October 2018 count.

A summary of enrollment variances, by grade and by school, is included below:



2018-19 October to December K-12 Enrollment Comparison by Grade

2018-19 K-12 Actual Enrollment				
Grade	October Students	December Students	Change from October to December	Percent change
KG	3,899	3,921	22	0.6%
01	3,916	3,910	-6	-0.2%
02	4,040	4,039	-1	0.0%
03	4,011	4,001	-10	-0.2%
04	4,051	4,040	-11	-0.3%
05	4,036	4,026	-10	-0.2%
06	3,844	3,829	-15	-0.4%
07	3,619	3,606	-13	-0.4%
08	3,500	3,476	-24	-0.7%
09	3,500	3,471	-29	-0.8%
10	3,354	3,330	-24	-0.7%
11	3,234	3,189	-45	-1.4%
12	3,704	3,595	-109	-2.9%
District Total	48,708	48,433	-275	-0.6%

Enrollment data are as of October 1 and December 14, as reported in the Period 1 and Period 2 Cumulative Average Daily Membership state reports. PK is excluded from all counts above.

			2018-19 K-12 Actual Enrollment			
Title School	Grade Range	School	October Students	December Students	Change from October to December	Percent change
	K-5	Abernethy	520	520	0	0.0%
	K-5	Ainsworth	625	627	2	0.3%
	K-5	Alameda	730	735	5	0.7%
	K-5	Atkinson	419	417	-2	-0.5%
	K-5	Beach	428	431	3	0.7%
Title	K-5	Boise-Eliot/Humboldt	310	305	-5	-1.6%
	K-5	Bridlemile	518	519	1	0.2%
	K-5	Buckman	450	445	-5	-1.1%
	K-5	Capitol Hill	443	441	-2	-0.5%
	K-5	Chapman	484	484	0	0.0%
	K-5	Chief Joseph	358	353	-5	-1.4%
	K-5	Duniway	504	506	2	0.4%
	K-5	Forest Park	418	421	3	0.7%
	K-5	Glencoe	451	458	7	1.6%
	K-5	Grout	382	392	10	2.6%
	K-5	Irvington	339	335	-4	-1.2%
Title	K-5	James John	347	351	4	1.2%
Title	K-5	Kelly	498	495	-3	-0.6%
Title	K-5	Lee	276	267	-9	-3.3%
	K-5	Lewis	390	395	5	1.3%
	K-5	Llewellyn	484	482	-2	-0.4%
	K-5	Maplewood	383	380	-3	-0.8%
	K-5	Markham	445	440	-5	-1.1%
Title	K-5	MLK Jr	311	312	1	0.3%
	K-5	Peninsula	267	262	-5	-1.9%
	K-5	Richmond	632	633	1	0.2%
	K-5	Rieke	379	381	2	0.5%
Title	K-5	Rigler	308	302	-6	-1.9%
Title	K-5	Rosa Parks	276	285	9	3.3%
	K-5	Rose City Park	532	535	3	0.6%
	K-5	Sabin	452	451	-1	-0.2%
Title	K-5	Scott	459	452	-7	-1.5%
Title	K-5	Sitton	367	363	-4	-1.1%
	K-5	Stephenson	347	350	3	0.9%
Title	K-5	Vestal	272	270	-2	-0.7%
Title	K-5	Whitman	238	237	-1	-0.4%
Title	K-5	Woodlawn	335	334	-1	-0.3%
Title	K-5	Woodmere	301	297	-4	-1.3%
	K-5	Woodstock	548	546	-2	-0.4%
		K-5 Total	16,226	16,209	-17	-0.1%

			2018-19 K-12 Actual Enrollment			
Title School	Grade Range	School	October Students	December Students	Change from October to December	Percent change
	K-8	Arleta	490	491	1	0.2%
	K-8	Astor	434	434	0	0.0%
	K-8	Beverly Cleary	782	786	4	0.5%
	K-8	Bridger	504	504	0	0.0%
Title	K-8	César Chávez	550	551	1	0.2%
	K-8	Creative Science	466	464	-2	-0.4%
	K-8	Creston	361	359	-2	-0.6%
Title	K-8	Faubion	679	677	-2	-0.3%
Title	K-8	Harrison Park	658	658	0	0.0%
	K-8	Hayhurst	629	631	2	0.3%
	K-8	Laurelhurst	692	693	1	0.1%
Title	K-8	Lent	507	503	-4	-0.8%
Title	K-8	Marysville	392	382	-10	-2.6%
	K-8	Skyline	274	272	-2	-0.7%
	K-8	Sunnyside Environmental	581	582	1	0.2%
	K-8	Vernon	545	546	1	0.2%
	K-8	Winterhaven	321	318	-3	-0.9%
		K-8 Total	8,865	8,851	-14	-0.2%
	6-8	Beaumont	571	568	-3	-0.5%
	6-8	da Vinci	456	453	-3	-0.7%
Title	6-8	George	421	417	-4	-1.0%
	6-8	Gray	542	537	-5	-0.9%
	6-8	Harriet Tubman	491	485	-6	-1.2%
	6-8	Hosford	588	588	0	0.0%
	6-8	Jackson	746	738	-8	-1.1%
Title	6-8	Lane	433	425	-8	-1.8%
	6-8	Mt Tabor	741	739	-2	-0.3%
	6-8	Ockley Green	505	503	-2	-0.4%
Title	6-8	Roseway Heights	588	577	-11	-1.9%
	6-8	Sellwood	612	607	-5	-0.8%
	6-8	West Sylvan	822	823	1	0.1%
		Middle School Total	7,516	7,460	-56	-0.7%
	9-12	Benson	1,035	1,020	-15	-1.4%
	9-12	Cleveland	1,651	1,632	-19	-1.2%
	9-12	Franklin	1,856	1,840	-16	-0.9%
	9-12	Grant	1,638	1,627	-11	-0.7%
	9-12	Jefferson	656	640	-16	-2.4%
	9-12	Lincoln	1,698	1,680	-18	-1.1%
	9-12	Madison	1,157	1,118	-39	-3.4%
	9-12	Roosevelt	994	980	-14	-1.4%
	9-12	Wilson	1,535	1,528	-7	-0.5%
		High School Total	12,220	12,065	-155	-1.3%

			2018-19 K-12 Actual Enrollment			
Title School	Grade Range	School	October Students	December Students	Change from October to December	Percent change
	1-8	ACCESS	297	295	-2	-0.7%
	9-12	Alliance	198	208	10	5.1%
	K-12	Metro. Learning Center	404	397	-7	-1.7%
		Other PPS Alternative/CBOs/Special Services	1,488	1,460	-28	-1.9%
		PPS Alternative/CBOs/Special Services Total	2,387	2,360	-27	-1.1%
		Arthur Academy	167	170	3	1.8%
		Cm2 Opal School	88	88	0	0.0%
		Emerson School	140	140	0	0.0%
		Kairos PDX	171	172	1	0.6%
		Le Monde	336	331	-5	-1.5%
		Portland Village School	388	378	-10	-2.6%
		Trillium	204	209	5	2.5%
		Charter Total	1,494	1,488	-6	-0.4%
		District Total	48,708	48,433	-275	-0.6%

Enrollment data are as of October 1 and December 14, as reported in the Period 1 and Period 2 Cumulative Average Daily Membership state reports. PK is excluded from all counts above.

Investment Report

As of March 31, 2019, our operating cash and investment portfolio totaled \$793 million in book value, a decrease of \$82 million from last quarter's report. This decrease is in line with expectations since most of our tax revenue collections happen in quarter two and then cash is withdrawn to fund operations for the remainder of the year. The market value of these investments is \$790 million, reflecting the recent increase in market rates which drives the market value of fixed income and bond investments lower than par value. The district invests in high quality investments, with the largest concentrations in federally-backed agency and US Treasury securities. The portfolio is invested in line with board-adopted policies.



Portland Public Schools
Total Cash and Investments
March 31, 2019
(\$ in thousands)

Investments	Cost Value	Par Value	Market Value	Book Value	% of Portfolio	Maximum % Allowed per Policy*	Average Days Term	Yield to Maturity
Corporate Notes	\$ 50,954	\$ 51,154	\$ 51,175	\$ 51,145	6.4%	35%	104	2.77%
Federal Agencies								
Federal Agricultural Mortgage Corp (FarmerMac)	\$ 31,831	\$ 31,800	\$ 31,493	\$ 31,814	4.0%	50%	533	1.73%
Federal Farm Credit Banks	72,679	72,617	72,081	72,652	9.2%	50%	392	1.53%
Federal Home Loan Banks	152,813	153,000	152,352	152,928	19.3%	50%	204	2.02%
Federal Home Mortgage Corp (FreddieMac)	35,981	36,060	35,876	36,042	4.5%	50%	215	1.73%
Federal National Mortgage Association (FannieMa)	12,943	12,990	12,893	12,981	1.6%	50%	246	1.43%
Resolution Funding Corporation (RFC)	41,514	43,430	42,162	42,577	5.4%	50%	432	1.73%
Sub Total Federal Agencies	\$ 347,762	\$ 349,897	\$ 346,858	\$ 348,994	44.0%	100%	304	1.80%
US Treasury Securities	\$ 194,083	\$ 196,400	\$ 194,088	\$ 195,264	24.6%	100%	321	2.08%
Municipal Bonds	\$ 3,173	\$ 3,185	\$ 3,170	\$ 3,181	0.4%	30%	208	2.36%
Sub Total Investments	\$ 595,971	\$ 600,636	\$ 595,291	\$ 598,584				
Cash and Equivalents								
Cash and Cash Equivalents	158,049	158,049	158,049	158,049	19.9%	100%	1	2.38%
LGIP PERS (Restricted)**	36,323	36,323	36,323	36,323	4.6%	N/A	1	2.75%
Sub Total Cash and Equivalents	\$ 194,372	\$ 194,372	\$ 194,372	\$ 194,372				
Total Cash and Investments	\$ 790,343	\$ 795,008	\$ 789,663	\$ 792,955	100%		221	2.09%

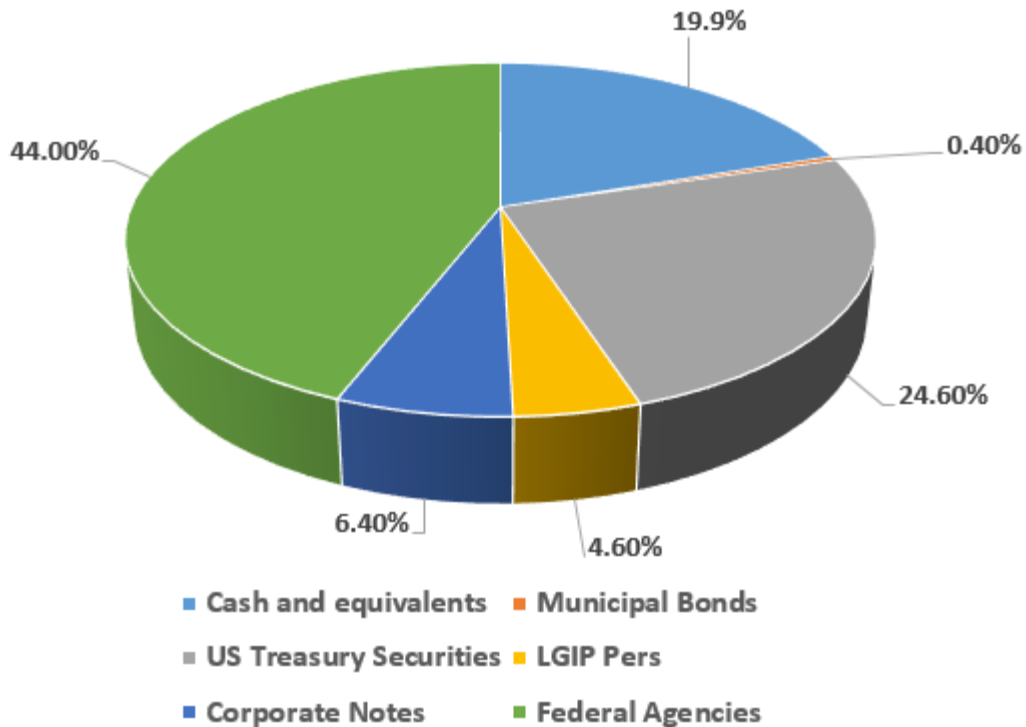
*Board Policy 8.20.010-P restricts investments in single entity- Government Agencies (50%), Corporates (5%) and Banks (10%) in addition to category total

**LGIP Public Employees Retirement System account is used to pay pension debt obligations only by a Trustee Bank not available for operating or capital needs

Definitions:

- Cost Value is the price paid at purchase for the Principal amount of the bond or fixed income security
- Par Value is the amount of money repaid to bondholders at the maturity of the bond and the dollar value the coupon payments are based.
- Market Value is an estimate of the price at which a bond would trade in a competitive marketplace.
- Book Value is the balance sheet account balance based on the original cost adjusted for amortization of any purchase premium or discount over its expected maturity.
- Yield to Maturity is the expected total return on a bond held to maturity based on the purchase price paid and coupon interest rate to be received until maturity

Total Cash and Investments
As of March 31, 2019



Quarterly Real Estate Report Summary

The table below provides a list of outside organizations who have been granted dedicated space in school buildings during school hours. These organizations are provided such space through either a lease, a license (a lease for small amounts of space), an intergovernmental agreement (IGA) or a contract for services.

The table includes the building, the tenant, the amount of space under contract, the duration of contract, if a 30-day termination notice is in place, the monthly rent amount, and the type of agreement with the tenant.

Portland Public Schools: Real estate contracts for dedicated space during school hours (Excludes Civic Use of Buildings 4/25/2019 - (CONTRACT/RELATIONSHIP OWNER) shown in parenthesis. Changes since last report shown in red.

LEASE (PPS REAL ESTATE MANAGER)

Building	Tenant	Square Feet	Initial Lease Commencement	Current Contract Expiration*	Current Monthly Rent	Contract Type
BESC	Multnomah County	38,250	2000	2099	Rent Prepaid	Lease
BEAUMONT	T-Mobile USA	NA	2001	2019	\$ 4,500.00	Telecommunication Lease
COLLINS VIEW	Riverdale SD, Land lease only	NA	2001	2021	\$ 17,836.00	Land Lease
EDWARDS	Trillium Family Services	20,500	2011	2021	\$ 26,265.50	Master Lease
FAUBION	Concordia	20011	2017	2116	Rent Prepaid	Lease
FOSTER	NAYA	3.57 acres	2013	2078	\$ 1.00	Land Lease
GRANT	AT&T	NA	2006	2021	\$ 2,496.80	Telecommunication Lease
GREEN THUMB	AT&T/Clearwater	NA	1990	2020	\$ 857.00	Telecommunication Lease
HUMBOLDT	KalrosPDX	19585	2016	2021	\$ 13,889.03	Lease
KENTON	De La Salle North	33,450	2006	2021	\$ 46,714.00	Master Lease
KING NEIGHBORHOOD FACILITY (City Owned)	SEI	6,481	2014	2019	\$ 4,814.31	Lease
LANE	Multnomah County	NA	1994	2034	\$ 1.00	Land Lease
MEEK	AT&T	NA	2006	2021	\$ 2,496.80	Telecommunication Lease
RIGLER	T-Mobile USA	NA	2003	2019	\$ 4,500.00	Telecommunication Lease
ROOSEVELT	T-Mobile USA	NA	2006	2021	\$ 3,021.46	Telecommunication Lease
SKYLINE	City of Portland	NA	1997	2027	\$ 772.50	Telecommunication Lease
TERWILLIGER	Sunstone Montessori	27,114	2012	2022	\$ 32,641.00	Master Lease
WASHINGTON HS PARKING LOT	Washington HS LLC	NA	2014	2020	Rent Prepaid	Lease

LICENSE - Simple lease for small amount of space and small contract value. (PPS REAL ESTATE MANAGER)

Building	Tenant	Square Feet or Number of Rooms	Initial License Commencement	Current Contract Expiration	Current Monthly Rent	Contract Type
APPLEGATE	Neighborhood House Early Head Start	1 classrooms	2015	2019	\$ 585.00	License
BENSON	OHSU	1200 SF	2016	2020	\$ 1.00	License and IGA
BENSON (RADIO TOWER)	We Make the Media	NA	2015	2019	\$ 546.40	License
CESAR CHAVEZ	Multnomah County		2017	2019	\$ 1.00	License and IGA
CLARENDON	Albina Early Head Start	1 classroom	2015	2019	\$ 1.00	License
CLEVELAND HS	Multnomah County		2017	2020	\$ 1.00	License and IGA
DUNIWAY	Dunlway After Care	1 classroom	2018	2019	\$ 705.00	License
FAUBION	Albina Early Head Start	1 classroom	2017	2019	\$ 1.00	License
FAUBION	Basics LLC	1 room	2017	2022	\$ 1.00	License

FRANKLIN HS	Multnomah County		2017	2020	\$ 1.00	License and IGA
GEORGE	Multnomah County		2017	2019	\$ 1.00	License and IGA
GREEN THUMB	PBOT	1 Green House	2015	2020	\$ 634.50	License
GREEN THUMB	Portland State University	2 Green Houses	2010	2020	\$ 651.00	License
GREEN THUMB	Portland Classical Chinese Garden	1 Hoop House	2011	2019	\$ 321.28	License
HARRISON PARK	Multnomah County		2017	2020	\$ 1.00	License and IGA
HUMBOLDT	DEQ	NA	2017	2022	\$ 200.00	License
IRVINGTON	Irvington Extended Care	2 classrooms	2015	2020	\$ 1,776.00	License
JEFFERSON HS	Multnomah County		2017	2020	\$ 1.00	License and IGA
KING NEIGHBORHOOD FACILITY (City Owned)	NECN	3,298 SF	2008	2020	\$ 2,543.00	License
MADISON	Multnomah County		2017	2020	\$ 1.00	License and IGA
MARKHAM	Neighborhood House Head Start	1 classroom	2008	2020	\$ 1,137.65	License
ROOSEVELT	Multnomah County		2017	2020	\$ 1.00	License and IGA
WILSON	Hillsdale Farmer's Market	NA	2006	2020	\$ 541.67	License
COLLABORATION AGREEMENT (PPS REAL ESTATE MANAGER)						
Building	Tenant	Square Feet	Initial Lease Commencement	Current Contract Expiration	Current Monthly Rent	Contract Type
WILSON	Portland Parks & Recreation	NA	1956	2020	\$ -	Collaboration Agreement
IGA (VARIOUS - SEE COMMENTS)						
Building	Tenant	Square Feet or Number of Rooms	Initial Lease Commencement	Current Contract Expiration	Current Monthly Rent	Contract Type
BEACH	MECP - Multnomah Early Childhood Program, administered by David Douglas School District (DOSD)	1 classroom	Unknown	2020	\$ -	IGA
GROUT	MECP - DDS	small	Unknown	2020	\$ -	IGA
JACKSON	MECP - DDS	Office & Speech Clinic	Unknown	2020	\$ -	IGA
JACKSON	MECP - DDS	1 classroom	Unknown	2020	\$ -	IGA
HOLLADAY ANNEX	Portland Workforce Alliance		Unknown	2019	\$ -	IGA
RICE (PP&R Owned)	Portland Parks and Recreation	NA	Unknown	None	\$ -	Ordinance
SABIN	MECP - DDS	2 classroom	Unknown	2020	\$ -	IGA
WHITMAN	MECP - DDS	1 classroom	Unknown	2020	\$ -	IGA
WOODMERE	MECP - DDS	2 classroom	Unknown	2020	\$ -	IGA
SERVICES CONTRACT (VARIOUS - SEE COMMENTS)						
Building	Tenant	Square Feet or Number of Rooms	Initial Lease Commencement	Current Contract Expiration	Current Monthly Rent	Contract Type
CRESTON	Columbia Regional Programs	3 classrooms			\$ -	Contract
FRANKLIN	Albina Early Head Start	1 classroom			\$ -	Contract
GRANT@MARSHALL	Albina Early Head Start	1 classroom			\$ -	Contract
JEFFERSON HS	SEI	3 classrooms			\$ -	Contract

MADISON	Albina Early Head Start	2 classrooms			\$ -	Contract
MT. TABOR	Columbia Regional Program	1 classroom			\$ -	Contract
ROOSEVELT	Albina Early Head Start	2 classrooms			\$ -	Contract
WILCOX	Columbia Regional Program	Entire school building			\$ -	Contract
WILCOX	Columbia Regional Program	2 classrooms			\$ -	Contract
MISCELLANEOUS (PPS REAL ESTATE MANAGER)						
Building	Tenant/Owner	Square Feet	Initial Lease Commencement	Current Contract Expiration	Current Monthly Rent	Contract Type
GREEN THUMB	Portland Parks & Recreation	NA	2001	None	NA	Purchase & Sale, IGA
WASHINGTON HS PARKING LOT	Pac Trust	NA	2014	2019	NA	Option Agreement
MULTIPLE SITES	PGE	NA	2015	2040	\$ -	Solar License
JEFFERSON HS	DEQ	NA	2001		\$ -	Site Agreement
MULTIPLE SITES	City of Portland - BES	NA	2009	2019	\$ -	IGA
MULTIPLE SITES	Multiple Organizations	NA	Unknown	Varies	\$ -	
* Some contracts provide terms and rights for contract renewal beyond the current termination date.						

Reporting Cadence

The following table formalizes the annual schedule for finance reports to the Board of Education.

	Q1 7/1 through 9/30	Q2 10/1 through 12/31	Q3 1/1through 3/31	Q4 4/1 through 6/30
Budget and Finance Updates				
Budget to Actuals	X	X	X	X
Ending Fund Balance Forecast – General Fund	X	X	X	X
2019-20 Projections		X	*X	
2019-20 Budget Milestones				Propose, Approve and Adopt
Cash and Investments				
Investment Report	X	X	X	X
Investment Policy				X
Local Option Compliance				
Option Cap Analysis				X
CBRC Report				X
Real Estate				
List of all Contracts		X		
Summary of Changes	X	X	X	X

*Forecasted done during budget development

