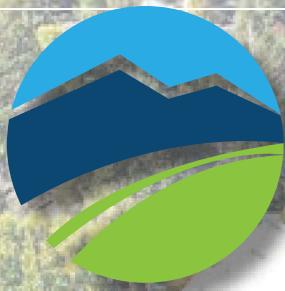


# Bend Metropolitan Planning Organization



**BEND MPO**  
Metropolitan Planning Organization



## Annual Financial Report Fiscal Year Ended June 30, 2024



# **BEND METROPOLITAN PLANNING ORGANIZATION**

Annual Financial Report

Fiscal Year Ended June 30, 2024

Prepared by the City of Bend Finance Department

Samantha Nelson, Finance Director  
Kymala Lutz, Accounting & Financial Reporting Manager



# BEND METROPOLITAN PLANNING ORGANIZATION

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## BEND METROPOLITAN PLANNING ORGANIZATION

### Principal Officials

#### Policy Board Officials as of June 30, 2024

##### *Chair*

Barb Campbell, City of Bend

##### *Vice Chair*

Phil Chang, Deschutes County Commissioner

##### *Board Members*

Ariel Mendez, City of Bend Councilor

Mike Riley, City of Bend Councilor

Bob Townsend, Oregon Department of Transportation, Region 4 Area Manager

#### BMPO Manager

Tyler Deke

**Bend City Hall**  
710 NW Wall Street  
Bend, OR 97703



## Report of Independent Auditors

Policy Board  
Bend Metropolitan Planning Organization  
Bend, Oregon

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the financial statements of the governmental activities and the major fund of Bend Metropolitan Planning Organization (BMPO) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise BMPO's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of BMPO as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of BMPO and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about BMPO's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of BMPO's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about BMPO's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the management's discussion and analysis in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise BMPO's basic financial statements. The budgetary schedule described above is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The budgetary schedule has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

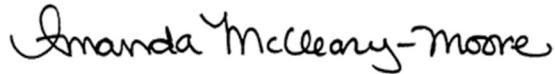
#### ***Other Information***

Management is responsible for the other information included in the financial statements. The other information lists BMPO's principal officials but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

#### ***Other Reporting Required by Oregon Minimum Standards***

In accordance with the *Minimum Standards for Audits of Oregon Municipal Corporations*, we have also issued our report dated December 12, 2024, on our consideration of BMPO's compliance with certain provisions of laws, regulations, contracts, and grant agreements, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-010-0000 through 162-010-0330 of the *Minimum Standards for Audits of Oregon Municipal Corporations*. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.



Amanda McCleary-Moore, Partner,  
for Moss Adams LLP  
Medford, Oregon

December 12, 2024

## **MANAGEMENT'S DISCUSSION AND ANALYSIS** **Fiscal year end June 30, 2024**

This Management's Discussion and Analysis (MD&A) is presented to facilitate financial analysis and provide an overview of the financial activities of the Bend Metropolitan Planning Organization (the BMPO) for the fiscal year ended June 30, 2024. Information in the MD&A is based on currently known facts, decisions and conditions. Please read it in conjunction with the basic financial statements and the accompanying notes to those financial statements.

### **FINANCIAL HIGHLIGHTS**

- The BMPO's assets totaled \$1,530,207 at June 30, 2024, consisting of grants receivables of \$89,087 and cash and investments of \$1,441,120. Assets decreased by \$48,929 from prior year due to the spending of COVID-19 grant funds, offset by the receipt of State Highway Funds (SHF) from the Oregon Department of Transportation (ODOT) and an increase in grants receivable.
- The BMPO's liabilities totaled \$589,583 at June 30, 2024, consisting of \$37,765 in accounts payable, \$22,634 advance from the City of Bend for interim financing of the BMPO activities and \$529,184 in unearned revenue. Liabilities increased \$528,659 from prior year due to the receipt of State Highway Funds. These funds were recognized as unearned revenue and will be recognized as funds are expended.
- Net position (assets minus liabilities) was \$940,624 at June 30, 2024. A decrease of \$577,588 from the prior year as a result of spending grant funds that carried forward.
- Revenues for the fiscal year ended June 30, 2024 totaled \$2,673,390 consisting primarily of federal and state grants and City contributions.
- Direct expenses totaled \$3,250,978 for the fiscal year ended June 30, 2024 including personnel, materials and services, contracted services, and grants awarded.

### **THE FINANCIAL STATEMENTS**

The BMPO's basic financial statements and the required supplementary information are presented using the integrated approach as prescribed by Governmental Accounting Standards Board (GASB) Statement No. 34. The basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the basic financial statements

The basic financial statements present financial information about the BMPO as a whole and about its activities. Following the basic financial statements is the required supplementary information which provides a budgetary comparison for the General Fund. Finally, completing the document are the reports by the independent certified public accountants, as required by statute.

#### Government-wide Financial Statements

The government-wide financial statements are comprised of the Statement of Net Position and the Statement of Activities and are designed to present the financial picture of the BMPO in a manner similar to a private-sector business, i.e. from the economic resources measurement focus using the accrual basis of accounting.

The Statement of Net Position includes all assets of the BMPO as well as all liabilities. Net position is the difference between assets and liabilities, which is one way to measure the BMPO's financial health, or financial position. Over time, increases or decreases in the BMPO's net position may be an indicator of whether its financial health is improving or deteriorating. The BMPO generally operates on a cost reimbursement basis and is not intended to show any fund balance or net position. In fiscal year 2021-22, however, the BMPO received a one-time grant of \$1,500,856 from the Oregon Department of Transportation (ODOT) for COVID Relief Funding which has contributed to a net position of \$940,624. In fiscal year 2023-24, the MPO began receiving, in advance, the full amount of State Highway Funding (SHF) available to the MPO from the ODOT. The annual receipt of these

**MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)**  
**Fiscal Year Ended June 30, 2024**

funds is expected to continue for the foreseeable future and will likely contribute to the BMPO's net position in future years.

The Statement of Activities reports all revenues when earned and expenses when incurred regardless of the timing of related cash flows. The focus of the Statement of Activities is to present the major program costs and match major resources with each. To the extent a program's cost is not recovered by grants and direct charges, it is paid from general resources. This Statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.

**Notes to the Basic Financial Statements**

The notes provide information that is essential for a full understanding of the data presented in the government-wide financial statements. Information such as significant accounting policies and detail of certain assets and liabilities are included in the notes which should be read in conjunction with the basic financial statements.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

This section discusses and analyzes significant changes from the prior year.

**Statement of Net Position**

The BMPO's net position (assets minus liabilities) totaled \$940,624 at June 30, 2024, which reflects a decrease of \$577,588 from the previous year. A condensed version of the Statement of Net Position follows:

	<b>June 30, 2024</b>	<b>June 30, 2023</b>
Cash and investments	\$ 1,441,120	\$ 1,500,918
Other current assets	89,087	78,218
<b>Total assets</b>	<b>1,530,207</b>	<b>1,579,136</b>
Due to the City of Bend	22,634	44,127
Other current liabilities	37,765	16,797
Unearned Revenue	529,184	-
<b>Total liabilities</b>	<b>589,583</b>	<b>60,924</b>
<b>Net Position</b>		
Unrestricted	940,624	1,518,212
<b>Total net position</b>	<b>\$ 940,624</b>	<b>\$ 1,518,212</b>

Cash and investments decreased due to the spend down of the COVID-19 grant balance. This decrease was offset by the receipt of the State Highway Funding (SHF) awarded to MPO from the ODOT.

**Statement of Activities**

The BMPO's Statement of Activities follows:

	<b>Fiscal Year Ended</b>	
	<b>June 30, 2024</b>	<b>June 30, 2023</b>
<b>Revenues</b>		
Operating grants and contributions	\$ 2,640,333	\$ 539,894
Unrestricted Investment Earnings	33,057	27,531
<b>Total revenues</b>	<b>2,673,390</b>	<b>567,425</b>
<b>Expenses</b>		
Transportation planning	3,250,978	559,753
<b>Total expenses</b>	<b>3,250,978</b>	<b>559,753</b>
Increases (decrease) in net position	(577,588)	7,672
Beginning net position	1,518,212	1,510,540
<b>Ending net position</b>	<b>\$ 940,624</b>	<b>\$ 1,518,212</b>

**MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)**  
**Fiscal Year Ended June 30, 2024**

The BMPO receives grant revenues from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), Oregon Department of Transportation (ODOT), and other external service providers. As noted previously, the BMPO was the recipient of an ODOT grant in fiscal year 2022 and the advance of the State Highway Funding (SHF) in fiscal year 2024, which resulted in a significant increase in revenue as well an ending net position of \$940,624. The BMPO has expended roughly 40% of the COVID-19 grant at the end of Fiscal Year 2024. Fiscal year 2024 expenditures are for personnel, materials and services and contract services from the City of Bend. Expenses increased by \$2,691,225 this year primarily due to an increase in personnel costs, material costs and grants awarded to other entities by BMPO.

### **GENERAL FUND BUDGETARY HIGHLIGHTS**

During the fiscal year, supplemental budgets totaling \$1,480,600 were required to reflect increase in both revenue and expenses. Resources were increased due to receipt of State Highway Funds (\$1,160,600) and unspent COVID grant funds (\$320,000) that carried forward from FY23. Corresponding expenses for grants awards were increased \$1,480,600.

### **PROGRAM ACTIVITIES**

The BMPO's primary goal is to conduct a continuing, cooperative and comprehensive transportation planning process involving the state and local governments, and regional transportation and planning agencies. The goal of the processes is to have plans and programs that consider all transportation modes and will support metropolitan community development and social goals. The BMPO is governed by a Policy Board composed of officials from the City of Bend, Deschutes County and the State of Oregon Department of Transportation. An advisory committee consisting of citizens, stakeholders, and staff from public works and planning departments of local and state agencies also provide input and guidance to the BMPO.

The BMPO boundary includes the City of Bend Urban Growth Boundary and areas within Deschutes County that are anticipated to be "urbanized" over the next 20 years. The City of Bend comprises approximately 70% of the BMPO land area.

During the fiscal year ended June 30, 2024, significant BMPO accomplishments included refinements to the Bend-Redmond transportation model, development and maintenance of the 2024-27 Metropolitan Transportation Improvement Program (MTIP), completion of the Annual Listing of Obligated Projects, and securing grant funding to implement components of the Bend and Deschutes County Transportation Safety Action Plans. Additional accomplishments include significant progress on the Metropolitan Transportation Plan update, addressing boundary and road classification updates associated with the 2020 Census, and awarding the balance of federal COVID relief funding.

### **NEXT YEAR'S BUDGET AND ACTIVITIES**

For fiscal year 2024-25, the BMPO anticipates spending \$2.7 million on transportation related issues, projects and programs with funding from the FHWA, FTA, and ODOT.

There are several priority issues that will be addressed during fiscal year 2024-25. The top priority is to complete an update of the Metropolitan Transportation Plan (MTP). The MTP update must be completed by September 2024 to stay compliant with federal regulations. Other priorities include completing grant agreement templates and tracking processes for the federal COVID relief funding and State Highway Fund (SHF) revenues, initiating an update to the Bend Transportation Safety Action Plan, assisting the City of Bend as it works to address the Climate Friendly and Equitable Communities rules, and completing a new household travel survey.

For a complete listing and description of the BMPO's tasks, please refer to the BMPO's Unified Planning Work Program available on the City of Bend's website at <https://www.bendoregon.gov/government/departments/bend-metro-planning-organization> or upon request addressed to Tyler Deke, BMPO Manager, at 710 NW Wall Street, Bend Oregon 97703.

**MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)**  
**Fiscal Year Ended June 30, 2024**

**REQUEST FOR FINANCIAL INFORMATION**

The BMPO's financial statements are designed to present users with a general overview of the BMPO's finances. Questions concerning any information provided in this report or requests for additional financial information should be addressed to Samantha Nelson, City of Bend Finance Director, at 710 NW Wall Street, Bend, Oregon 97703. The telephone number for the City Finance Department is 541-385-6682.

## **BASIC FINANCIAL STATEMENTS**

**Bend Metropolitan Planning Organization**  
**Statement of Net Position**  
**June 30, 2024**

	<b>Governmental Activities</b>
<b><u>Assets</u></b>	
Cash and investments	\$ 1,441,120
Grants receivable	89,087
<b>Total Assets</b>	<b>1,530,207</b>
<b><u>Liabilities</u></b>	
Accounts payable	\$ 37,765
Due to the City of Bend	22,634
Unearned revenue	529,184
<b>Total Liabilities</b>	<b>589,583</b>
<b><u>Net Position</u></b>	
Unrestricted	940,624
<b>Total Net Position</b>	<b>\$ 940,624</b>

*The accompanying notes are an integral part of the basic financial statements.*

**Bend Metropolitan Planning Organization**  
**Statement of Activities**  
**For the fiscal year ended June 30, 2024**

	<u>Program Revenues</u>		
	<u>Direct Expenses</u>	<u>Operating Grants and Contributions</u>	<u>Change in Net Position</u>
<b><u>Functions/ Programs</u></b>			
Transportation planning	\$ 3,250,978	\$ 2,640,333	\$ (610,645)
Total Governmental Activities	3,250,978	2,640,333	(610,645)
<b><u>General Revenues</u></b>			
Unrestricted Investment Earnings		33,057	33,057
Total General Revenues	-	33,057	33,057
Change in Net Position			(577,588)
Net Position, July 1, 2023			1,518,212
<b>Net Position, June 30, 2024</b>			<b>\$ 940,624</b>

*The accompanying notes are an integral part of the basic financial statements.*

**Bend Metropolitan Planning Organization**  
**Balance Sheet**  
**Governmental Fund**  
**June 30, 2024**

**Assets**

Cash and investments	\$ 1,441,120
Grants receivable	89,087
<b>Total Assets</b>	<b>1,530,207</b>

**Liabilities**

Accounts payable	\$ 37,765
Due to the City of Bend	22,634
Unearned revenue	529,184
<b>Total Liabilities</b>	<b>589,583</b>

**Fund Balance**

Unassigned	940,624
<b>Total Fund Balance</b>	<b>940,624</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 1,530,207</b>

*The accompanying notes are an integral part of the basic financial statements.*

**Bend Metropolitan Planning Organization**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Fund**  
**For the fiscal year ended June 30, 2024**

**Revenues**

Intergovernmental:

Grants and agreements	\$ 2,600,480
Contributions from the City of Bend	39,853
Investment Earnings	33,057
<b>Total Revenues</b>	<b>2,673,390</b>

**Expenditures**

Current:

Transportation planning	3,250,978
<b>Total Expenditures</b>	<b>3,250,978</b>

**Net change in fund balance** (577,588)

Fund Balance, July 1, 2023	1,518,212
<b>Fund Balance, June 30, 2024</b>	<b>\$ 940,624</b>

*The accompanying notes are an integral part of the basic financial statements.*

## **Bend Metropolitan Planning Organization**

### **Notes to Basic Financial Statements**

**Fiscal Year Ended June 30, 2024**

#### **Note 1 – Summary of Significant Accounting Policies**

##### Organization

The Bend Metropolitan Planning Organization (the BMPO) is the federally designated regional transportation planning organization for the Bend urbanized area established in 2002 under Oregon Revised Statutes (ORS) 190, by an intergovernmental agreement between the City of Bend, Deschutes County and the State of Oregon Department of Transportation. The BMPO is a separate entity from the City, County and State, with a separate budget, its own governing body and separate operating principles. The affairs of the BMPO are governed by a five member Policy Board, consisting of one representative from the Deschutes County Board of Commissioners, one from the State of Oregon and three members of the Bend City Council.

The purpose of the BMPO is to serve as a forum for continuing, cooperative and comprehensive transportation planning and decision-making by state and local governments, and regional transportation and planning agencies.

The BMPO boundary includes the City of Bend urban growth boundary and areas within Deschutes County that are anticipated to be "urbanized" over the next 20 years. The City of Bend comprises approximately 70% of the BMPO land area.

The accounting and reporting policies of the BMPO included in the accompanying basic financial statements conform to accounting principles generally accepted in the United States of America (GAAP) applicable to state and local governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards. The more significant accounting policies of the BMPO are described below. The BMPO has no component units and the accompanying basic financial statements present the financial position and activities of the BMPO.

##### Financial Statement Presentation, Measurement Focus and Basis of Accounting

##### Government-wide Financial Statements

The Statement of Net Position and Statement of Activities report information on all activities of the BMPO. Governmental activities are financed primarily through state and federal funding.

The Statement of Activities presents a comparison between direct expenses and program revenues for the BMPO's program. The BMPO does not allocate indirect expenses. Investment earnings or losses are not included among program revenues but are reported instead as general revenues or expenses.

Intergovernmental revenues are recognized when all eligibility requirements are met. Eligibility requirements for intergovernmental revenues received on a reimbursement basis (i.e. where monies must be expended on specific projects or for a specific purpose before any amounts are paid to the BMPO) are determined to be met when the underlying expenditures are disbursed. Eligibility requirements for intergovernmental revenues which are unrestricted as to purpose of the expenditure and are usually revocable only for failure to comply with prescribed requirements are considered to be met at the time of receipt or when susceptible to accrual.

##### Fund Financial Statements

The governmental fund financial statements are accounted for using a current financial resources measurement focus whereby only current assets and liabilities generally are included in the Balance Sheet, and the Statement of Revenues, Expenditures, and Changes in Fund Balance presents increases and decreases in the current net position. Governmental funds use the modified accrual basis of accounting.

**Bend Metropolitan Planning Organization**  
**Notes to Basic Financial Statements (Continued)**  
**Fiscal Year Ended June 30, 2024**

**Note 1 – Summary of Significant Accounting Policies (Continued)**

**Fund Financial Statements (Continued)**

where revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount can be determined and "available" means collectible within the current period or soon enough thereafter (60 days) to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Funds are used to segregate resources for specific activities or objectives. The BMPO has one governmental fund: the General Fund.

**Use of Estimates**

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenditures or expenses during the reporting period. Actual results could differ from those estimates.

**Cash and Investments**

At June 30, 2024, cash and investments consisted of funds held by the City of Bend. The BMPO considers its cash and investments as a demand deposit account with the City of Bend, whereby funds may be deposited or withdrawn without prior notice or penalty. Interest earnings are allocated by the City based on the proportion of the BMPO's cash to total City pooled funds.

Reference should be made to the City of Bend's Annual Comprehensive Financial Report for the year ended June 30, 2024 for compliance with ORS relating to the collateralization of deposits and categorization of investments.

**Receivables**

Receivables consist of grants receivables due from state and federal agencies. Management has determined that an allowance for uncollectible accounts is not required for such receivables.

**Pension Plan**

The BMPO personnel are employees of the City of Bend contracted to work for the BMPO through an intergovernmental agreement (see Note 3 – Related Party Transactions on page 14). Employees of the City participate in the Oregon Public Employees Retirement Plan administered by the Oregon Public Employees Retirement System. Personnel costs including benefits and pension costs for the BMPO Manager are charged directly to the BMPO. As the liabilities for pension and related expenses are the obligation of the City of Bend, not the BMPO, these liabilities are not reflected in these financial statements.

**Risk Management**

The BMPO is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the BMPO is covered under a commercial insurance policy. The BMPO does not engage in risk financing activities where risk is retained (self-insurance). Settled claims have not exceeded insurance coverage for any of the past three fiscal years.

**Bend Metropolitan Planning Organization**  
**Notes to Basic Financial Statements (Continued)**  
**Fiscal Year Ended June 30, 2024**

**Note 1 – Summary of Significant Accounting Policies (Continued)**

Net Position/Fund Balances

The BMPO generally operates on a cost reimbursement basis and has not historically shown a fund balance or net position. In fiscal year 2021-22, the BMPO received a one-time COVID Relief Funding grant of \$1,500,856 from the ODOT which has contributed to a net position of \$940,624. The net position related to these funds will reduce as they are expended in future years.

In fiscal year 2023-2024, the MPO began receiving the full amount of State Highway Funding (SHF) available to the MPO. While some of these funds are included in the MPO operating budget, the majority of funds are distributed to the City of Bend and other entities for transportation projects and programs. The annual receipt of these funds is expected to continue for the foreseeable future and will likely result in year end net positive positions.

Appropriation and Budgetary Controls

The BMPO is organized under ORS 190 and is not required to comply with Oregon Local Budget Law. However, the BMPO has prepared and adopted a budget for operational accountability and control purposes.

**Note 2 – Due to City of Bend**

\$22,634 was due to the City of Bend at June 30, 2024. That amount consists of \$6,634 for contracted services plus an unsecured short-term note payable to the City of Bend in the amount of \$16,000. The note was obtained to provide interim financing of the BMPO activities, is non-interest bearing, and was repaid in-full during September 2024. The BMPO also obtains interim financing from the City throughout the year to fund operations (see Note 3 – Related Party Transactions below).

**Note 3 – Related Party Transactions**

The BMPO utilizes the City of Bend for staff support, accounting, information technology, human resources and other services. The BMPO contracts for such services through an intergovernmental agreement with the City of Bend. Total expenses related to these services for the year ended June 30, 2024 were \$502,928.

**Note 4 – Commitment and Contingencies**

At June 30, 2024, the BMPO was committed on outstanding supplier and consulting service contracts totaling \$65,473.

**Bend Metropolitan Planning Organization**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**Fiscal year ended June 30, 2024**

	<b>Budget</b>			<b>Variance with Final Budget Over/Under</b>	
	<u>Original</u>	<u>Final</u>	<u>Actual</u>		
<b>Revenues</b>					
Intergovernmental:					
Grants and agreements	\$ 885,100	2,045,700	\$ 2,600,480	\$ 554,780	
Contributions from the City of Bend	-	-	39,853	39,853	
Contributions and Donations	50,300	50,300	-	(50,300)	
Investment Earnings	-	-	33,057	33,057	
<b>Total Revenues</b>	<b>935,400</b>	<b>2,096,000</b>	<b>2,673,390</b>	<b>577,390</b>	
<b>Expenditures</b>					
Current:					
Transportation planning	935,400	3,596,900	3,250,978	345,922	
Contingency	100,000	100,000	-	100,000	
<b>Total Expenditures</b>	<b>1,035,400</b>	<b>3,696,900</b>	<b>3,250,978</b>	<b>445,922</b>	
<b>Expenditures in excess of revenues</b>	<b>(100,000)</b>	<b>(1,600,900)</b>	<b>(577,588)</b>	<b>1,023,312</b>	
<b>Other Financing Sources (Uses)</b>					
Repayment of advance from City of Bend	(100,000)	(100,000)	(38,000)	62,000	
Advance from City of Bend	100,000	100,000	16,000	(84,000)	
Transfers Out	(1,180,900)	-	-	-	
<b>Other Financing Sources (Uses)</b>	<b>(1,180,900)</b>	<b>-</b>	<b>(22,000)</b>	<b>(22,000)</b>	
<b>Net change in fund balance</b>	<b>(1,280,900)</b>	<b>(1,600,900)</b>	<b>(599,588)</b>	<b>1,001,312</b>	
Fund Balance, July 1, 2023	1,280,900	1,600,900	1,556,212	(44,688)	
<b>Fund Balance, June 30, 2024</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 956,624</b>	<b>\$ 956,624</b>	

**Reconciliation of Budgetary basis to GAAP basis**

Advance from City of Bend reported as other financing source on the budgetary basis is

reported as a liability on the GAAP basis.

**Ending Fund Balance GAAP basis**

(16,000)

\$ 940,624



## **Report of Independent Auditors Required by Oregon State Regulations**

Policy Board  
Bend Metropolitan Planning Organization  
Bend, Oregon

We have audited, in accordance with auditing standards generally accepted in the United States of America the financial statements of the governmental activities and the major fund of the Bend Metropolitan Planning Organization (BMPO) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise BMPO's basic financial statements, and have issued our report thereon dated December 12, 2024.

### **Compliance**

As part of obtaining reasonable assurance about whether BMPO's basic financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, including provisions of Oregon Revised Statutes (ORS) as specified in Oregon Administrative Rules (OAR) 162-010-0000 to 162-010-0330, of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to, the following:

- Accounting records and internal control
- Public fund deposits
- Budget
- Insurance and fidelity bonds
- Programs funded from outside sources
- Investments
- Public contracts and purchasing

In connection with our testing, nothing came to our attention that caused us to believe BMPO was not in substantial compliance with certain provisions of laws, regulations, contracts, and grant agreements, including the provisions of ORS as specified in OAR 162-010-0000 through 162-010-0330 of the Minimum Standards for Audits of Oregon Municipal Corporations.

## **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered BMPO's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of BMPO's internal control. Accordingly, we do not express an opinion on the effectiveness of BMPO's internal control.

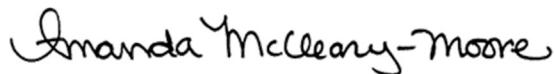
A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of the policy board and management of BMPO and the Oregon Secretary of State and is not intended to be, and should not be, used by anyone other than these parties.



Amanda McCleary-Moore, Partner,  
for Moss Adams LLP  
Medford, Oregon

December 12, 2024