

City of Ashland FY05 Budget Presentation

**Capital Improvements Program
FY05 - 10 Budget**

May 12, 2004

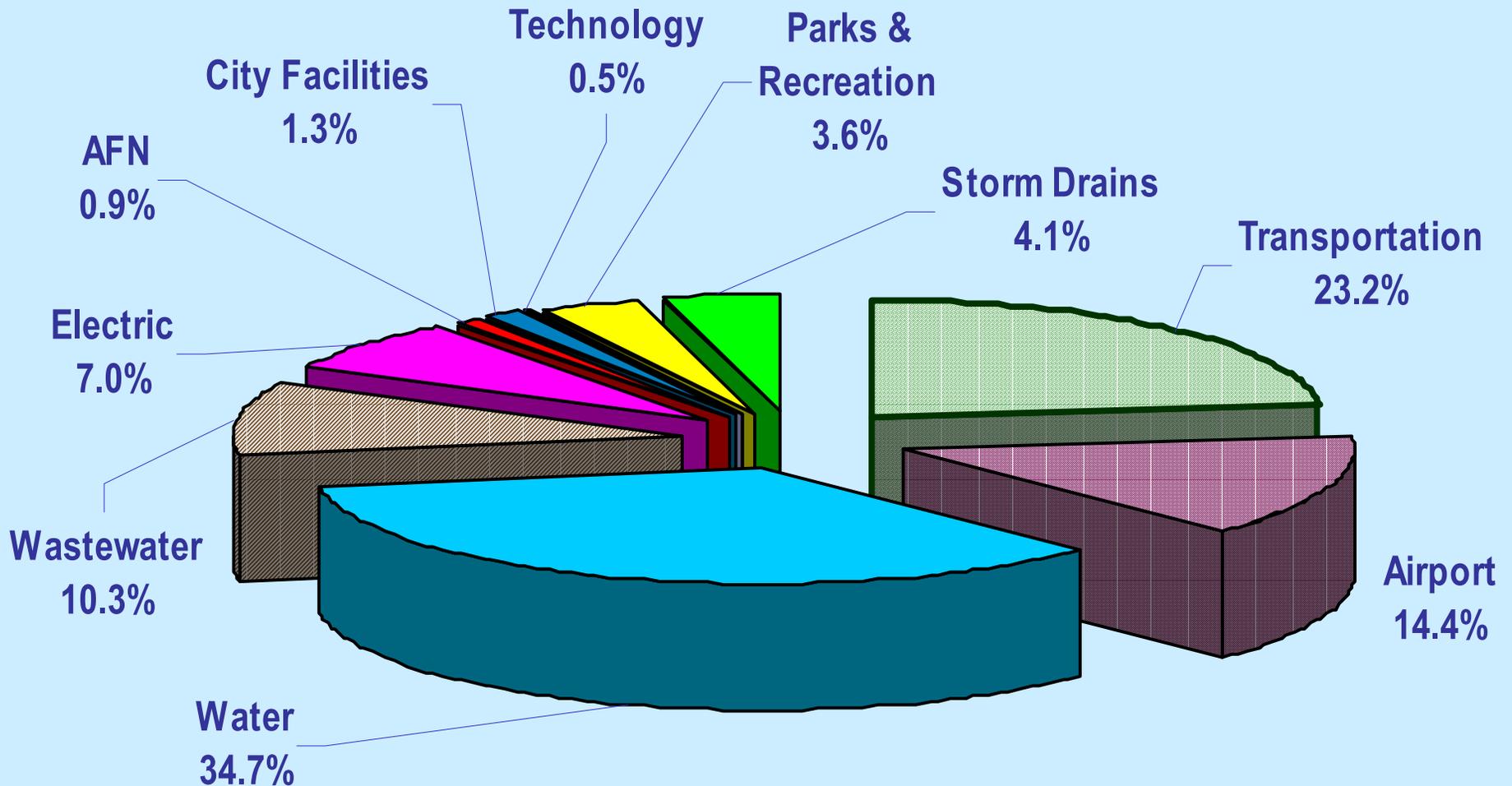
Special thanks to Dawn Lamb and Rich Hall
for putting the document together!!

FY04 Highlights and Completion

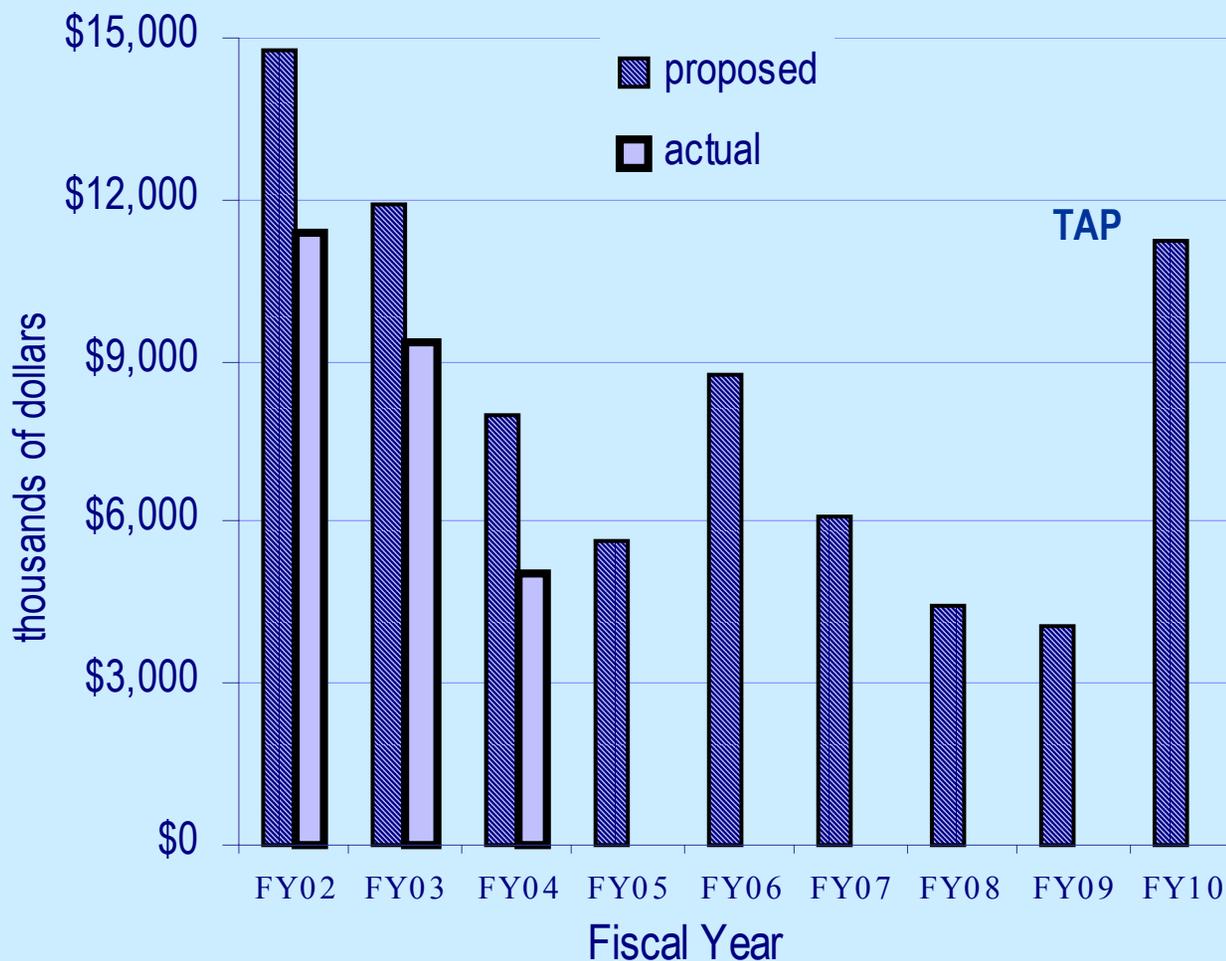
- **FY04 Budget - \$8,020,625 (FY05 is \$2.4 million less)**
- **Projects completed or nearly completed include:**
 - **Ashland Street, Siskiyou Boulevard & Bus Shelters are just about completed (May 2004)**
 - **Strawberry, Nutley, Alnutt should be complete in May 2004**
 - **Tolman Creek Road should be complete by June 2004**
 - **Downtown Safety Improvements - first phase complete**
 - **Storm Drain line at the Billings/RR property**
 - **Designs are well underway for the two transmission lines;**
 - **the raw water line from the Dam to the Plant and**
 - **the main feed from the Plant to Crowson Reservoir**
 - **... along with a multitude of “in-house” project completions !**

Capital Improvements Plan - FY05 Summary

\$5,615,150



Capital Improvements Plan - Impacts



Impacts to the CIP

- construction timing
- design concerns
- funding shortfalls
- schedule changes

Goals

- better predict the impacts and factors that delay project starts or completions
- continue to identify and stretch funding through grants, etc
- provide updates

Capital Improvements Plan - FY05 Summary

| | | <u>FY05 %</u> | <u>FY04 %</u> |
|--------------------|-------------------|---------------|---------------|
| Storm Drains | \$ 229,000 | 4 % | 4 % |
| Transportation | \$ 1,304,000 | 23 % | 43 % |
| Airport | \$ 808,650 | 14 % | 5 % |
| Water | \$ 1,950,000 | 35 % | 23 % |
| Wastewater | \$ 578,000 | 10 % | 10 % |
| Electric / Telecom | \$ 391,000 | 7 % | 8 % |
| City Facilities | \$ 75,000 | 1.3 % | 4 % |
| Technology | \$ 30,000 | 0.5 % | 0.4 % |
| Parks | <u>\$ 200,000</u> | 3.6 % | 3 % |
| | \$ 5,615,650 | | |

FY05 CIP - Transportation

FY05 Projects

| | | |
|--|------------------|------------------------|
| • Water Street Bridge - Flood Restoration (STP) | \$300,000 | postponed from FY04 |
| • Walker Avenue @ E. Main - Install right turn lane | \$36,000 | |
| • Tolman Creek Rd Widening Hwy 66 to E. Main | \$120,000 | |
| • E. Main Street- Dewey to N. Mt (overlay per PMS) | \$110,000 | |
| • Hersey Street North Side Improvements; Ann to N Mountain | \$150,000 | |
| • North Ashland Bikeway Ph 2 (Central Ashland Bikeway) | \$100,000 | design only ODOT TE \$ |
| • Railroad Crossing Improvements | <u>\$75,000</u> | design only |
| Subtotal | \$891,000 | |

Local Improvement Districts

| | | |
|---|------------------|-------------------------|
| • Sidewalk - Nevada Street; TSP school routes | \$150,000 | postponed from FY04 |
| • Street Improvement - Liberty Street | \$68,000 | depends on neighborhood |
| • Street Improvement - Upper Beach Street | \$70,000 | depends on neighborhood |
| • Sidewalk - Laurel St (Hersey to Randy) | \$25,000 | design only |
| • CMAQ Street Improvement - Walnut Street; C & Eureka | <u>\$100,000</u> | design only ODOT CMAQ |
| Subtotal | \$413,000 | |

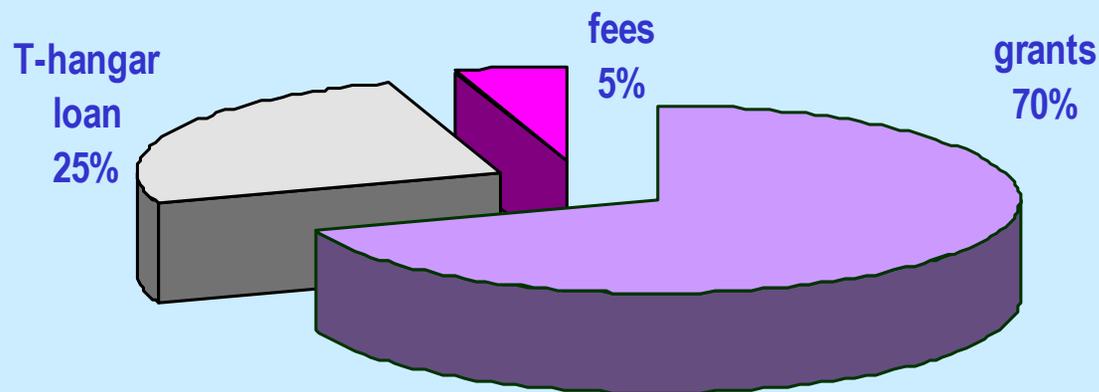
FY05 CIP - Airport

| Airport Projects | FY04 | FY05 |
|--|------------------|------------------|
| • Master Plan and super unicom | \$40,000 | \$120,000 |
| • Airport Pavement Maintenance | \$173,482 | |
| • Airport Improvements (95% AIP Grant) | \$75,000 | \$688,650 |
| • T-Hangars | \$375,000 | |
| Subtotal | \$663,482 | \$808,650 |

Airport Funding FY04 & FY05

Goal:

Self-sufficiency



FY05 CIP - Water

FY05 CIP Projects

- (most continued from FY04)

Water Supply

TAP to Ashland; preliminary design
Transmission Line (Reeder to Plant)

Water Plant

Hosler Dam security and telemetry
Sludge Lagoon Improvements
Water Plant Filter Improvements

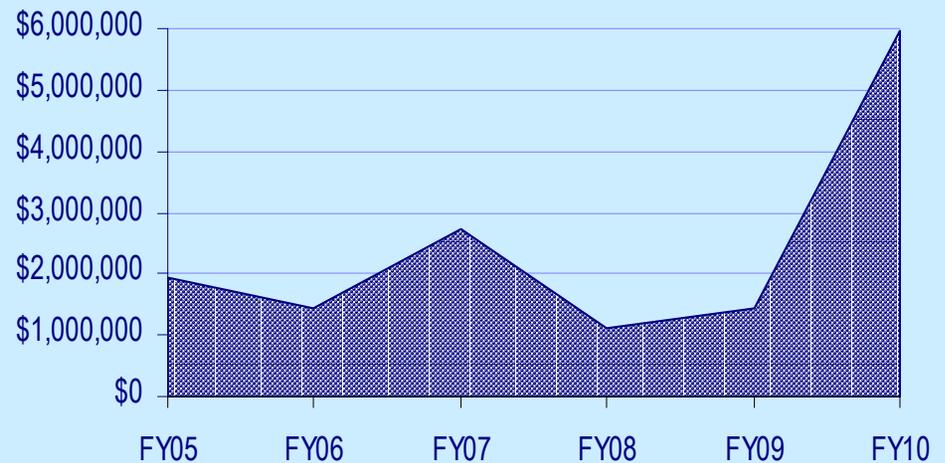
Water Distribution

New Fire Flow Distribution Reservoir
Main Feeder Line Plant to Crowson

Funding Highlights

- Funding requirements peak in FY07.
- Bond funding was initiated late FY03 TAP construction is required by FY16, but is shown as a placeholder in FY10.

Water Funding FY05 - FY10



FY05 CIP - Wastewater

WWTP - Construction

NO capital projects!!

Collection System Projects

Bear Creek Interceptor

N Mt Park at Fordyce to Wightman

Collection System Master Plan Update

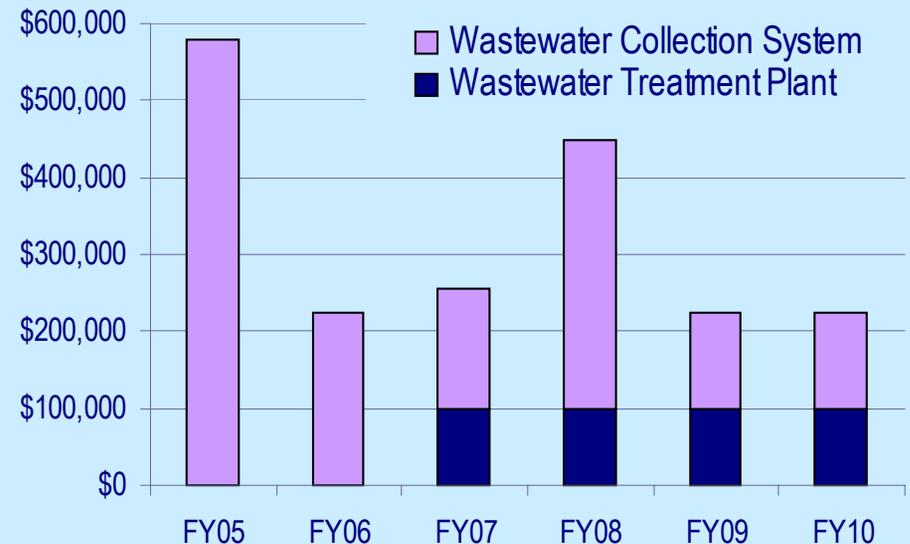
Granite Street (Nutley to Strawberry)

N. Main Pump Station Replacement

Walnut; Grant to Wimer

Oak Street; Lithia to A Street

WW: Plant and System Funds



WWTP -

planning for minor capital repairs or improvement projects beginning in FY07

FY05 CIP - Storm Drains

Impacts:

- **Total FY05 Storm Drain CIP = \$229,000**
in comparison FY03 was \$606,000 and FY04 was \$360,000
- **Focus on water quality improvements**
- **New NPDES requirements should not have an impact on capital project needs**

Projects:

Water Quality Improvements - Basins / Riparian

Walker Avenue SD (Parker to Holmes), delayed a year - rocks

Morton - Siskiyou to Iowa

FY05 CIP - Electric, City Facilities, Parks

- **Electric and Telecommunications** **\$441,000**

reduced from \$685,000 in FY04, no underground services

Install New Services

Upgrade Business District Feeder Line (Helman)

Upgrade Morton Street Feeder Line

Telecommunications Distribution System

- **City Facilities** **\$75,000**

Council Chamber and other major repairs

- **Parks - Open Space Acquisition** **\$200,000**

Questions or Comments?

thanks

City of Ashland
Public Works Department

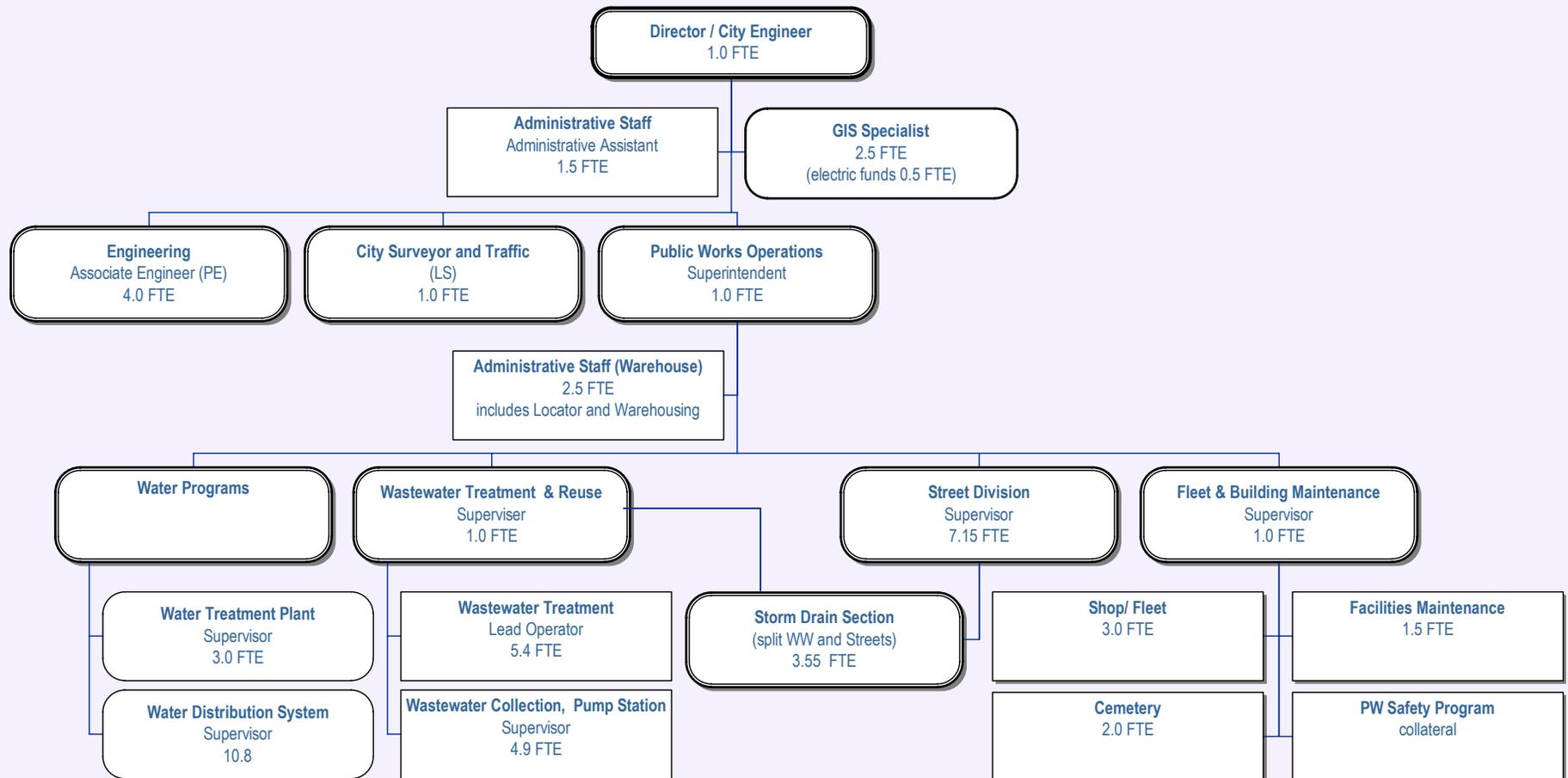
FY05 Budget Presentation

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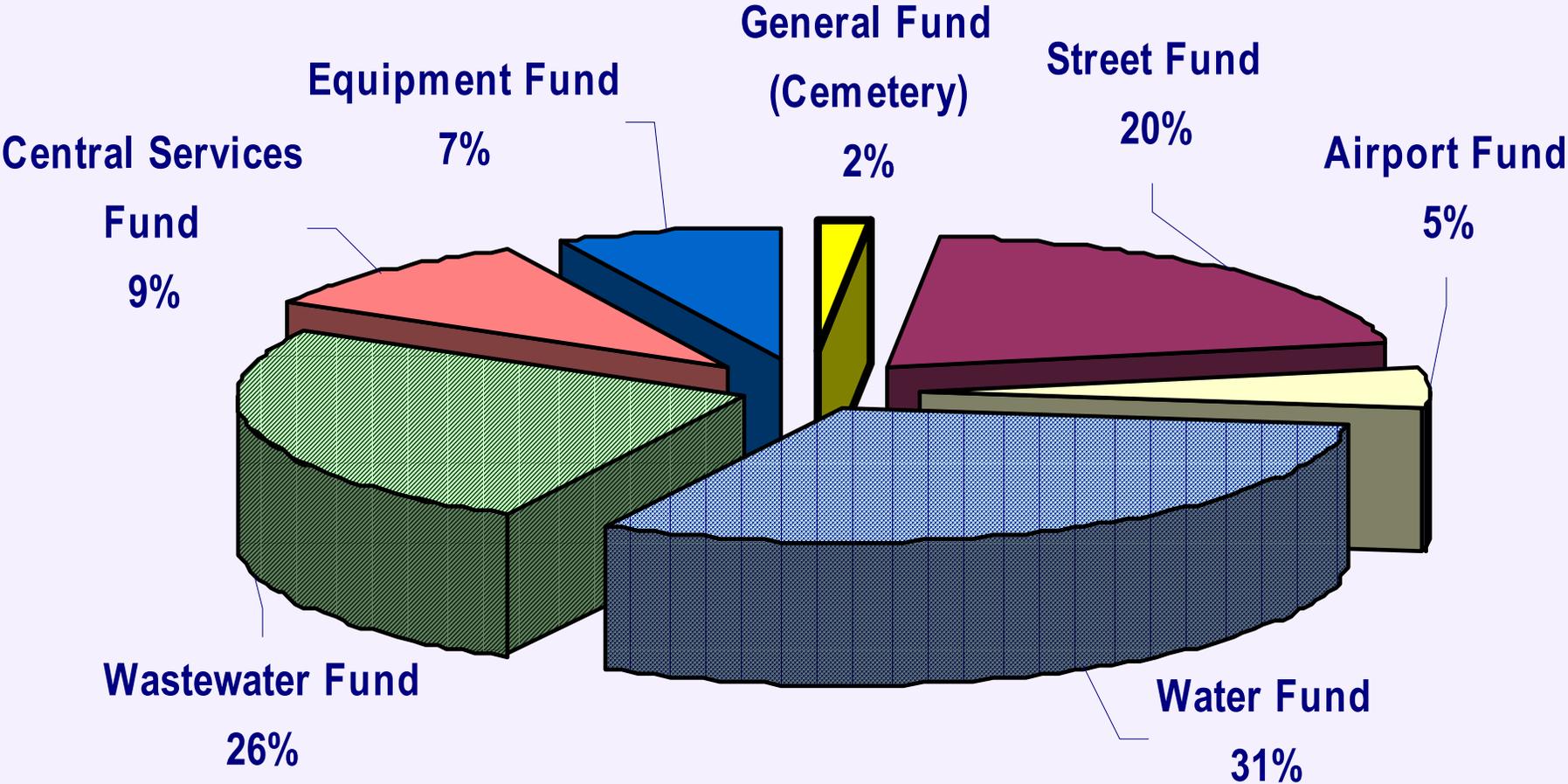
Public Works Department FY05 Overview

- ❑ **56.8 FTE; increase of 1.0 FTE**
 - an addition of one person in GIS - electric still funds 0.5 fte
- ❑ **Divisions**
 - Cemetery
 - Streets and Storm Drains
 - Water; Supply, Treatment, Distribution
 - Wastewater; Collection, Treatment, Disposal
 - PW Administration (includes Airport), GIS and Engineering
 - Facilities Maintenance
 - Fleet Acquisitions and Fleet Maintenance

Public Works Department Organization - 56.8 fte



FY05 Public Works Fund Summary

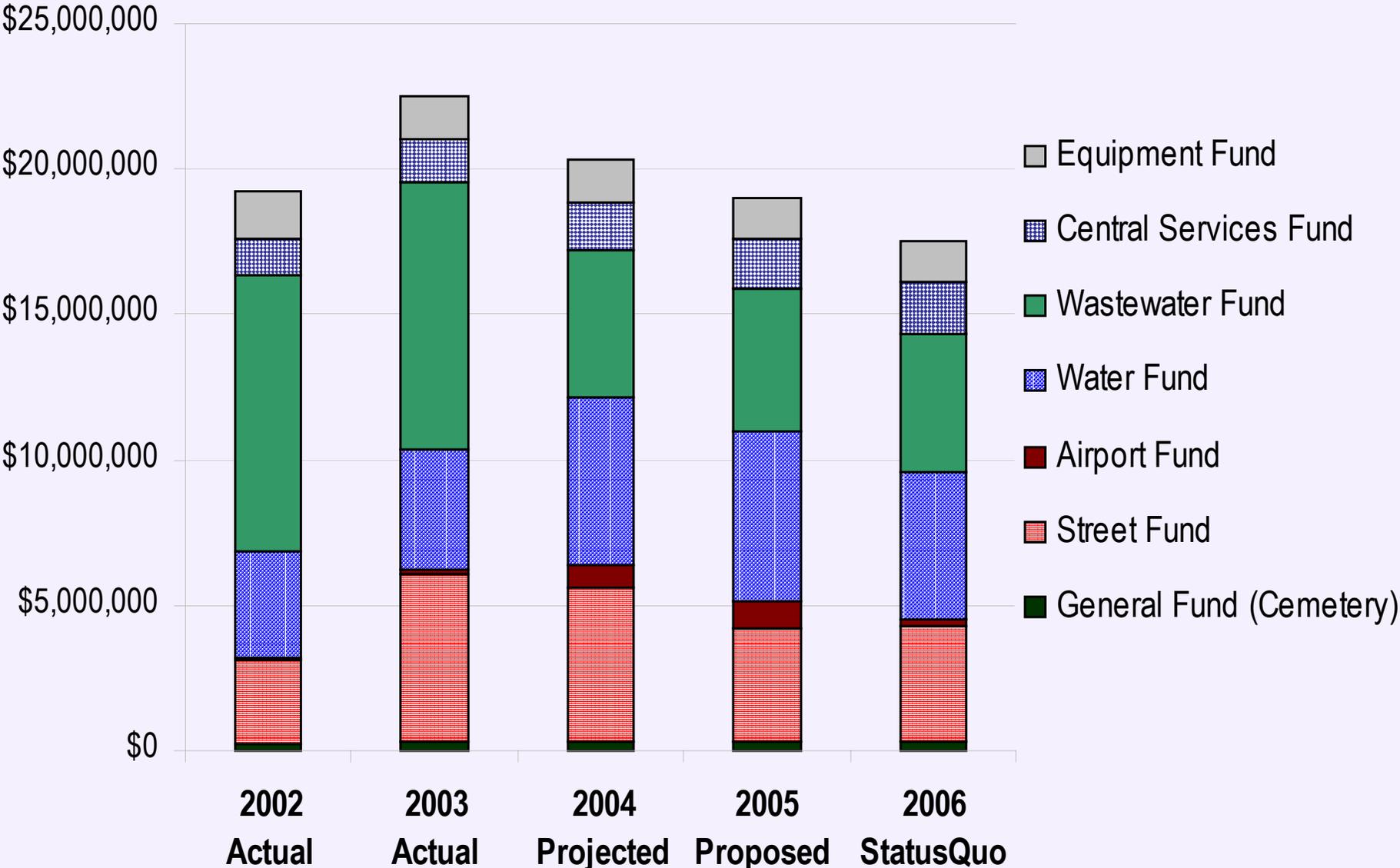


\$19,016,899

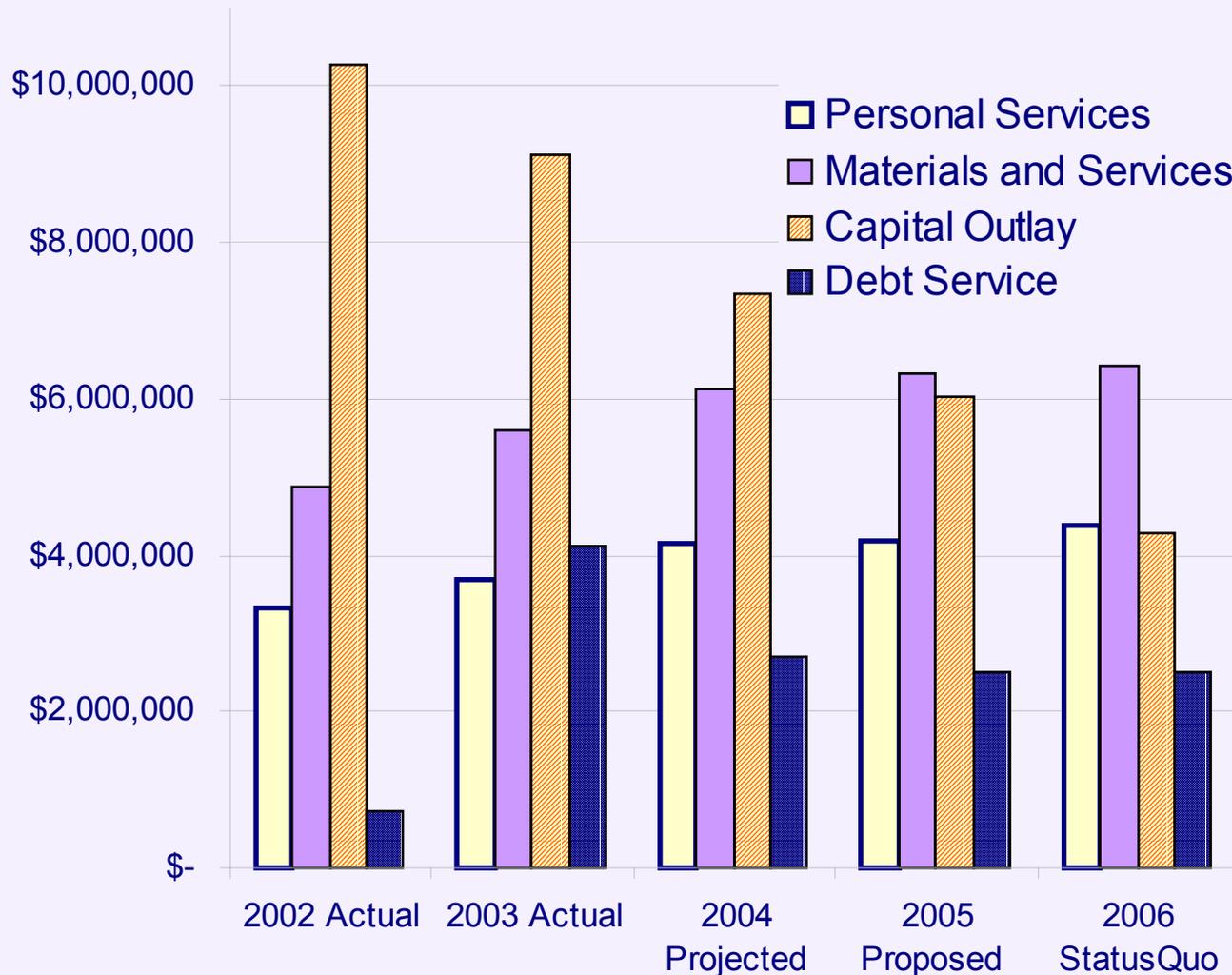
FY05 Public Works Fund Summary

| | | |
|------------------------------|---------------------|--------|
| Cemetery (GF) | \$ 298,260 | 1.6 % |
| Grounds Maintenance (Street) | \$ 165,000 | 0.9 % |
| Streets | \$ 2,755,160 | 14.5 % |
| Storm Drain (Street) | \$ 960,430 | 5.1 % |
| Airport | \$ 938,722 | 4.9 % |
| Water | \$ 5,467,347 | 28.7 % |
| Forest (Water Fund) | \$ 396,500 | 2.1 % |
| Wastewater | \$ 4,887,080 | 25.7 % |
| PW Admin/Engineering | \$ 1,274,200 | 6.7 % |
| Facilities Maintenance | \$ 491,780 | 2.6 % |
| Equipment Acquisition | \$ 688,085 | 3.6 % |
| Equipment Shop Maintenance | <u>\$ 694,335</u> | 3.7 % |
| | \$19,016,899 | |

FY05 Public Works Fund Comparisons



PW Comparisons by Function



Overall Notes:

- Personnel increases just slightly as a result of benefits and cost of living increases
- Materials and Services increase by 3%
- Capital continues to decrease
- Debt service adjusts as debt is paid off

PW Challenges and Trends

Personnel Trends

- ❑ 1.0 FTE increase in PW Admin for the GIS program. Electric still splits one position with us.
- ❑ Other than that – no changes in staffing – but the work load continues to grow.

Budget Trends

- ❑ \$1.2 Million decrease from FY04; due to capital project completions
- ❑ Fee increases water, ww, storm drain and transportation
- ❑ Still large CIP dollars in Transportation and Water

Challenges

- ❑ Street Fund Stability
- ❑ Self sustaining Airport Fund
- ❑ Large Water Capital Program
- ❑ WWTP Permit (Temperature)
- ❑ Storm water program
- ❑ PERs questions and staffing
- ❑ Health costs
- ❑ Work load increases without staffing increases

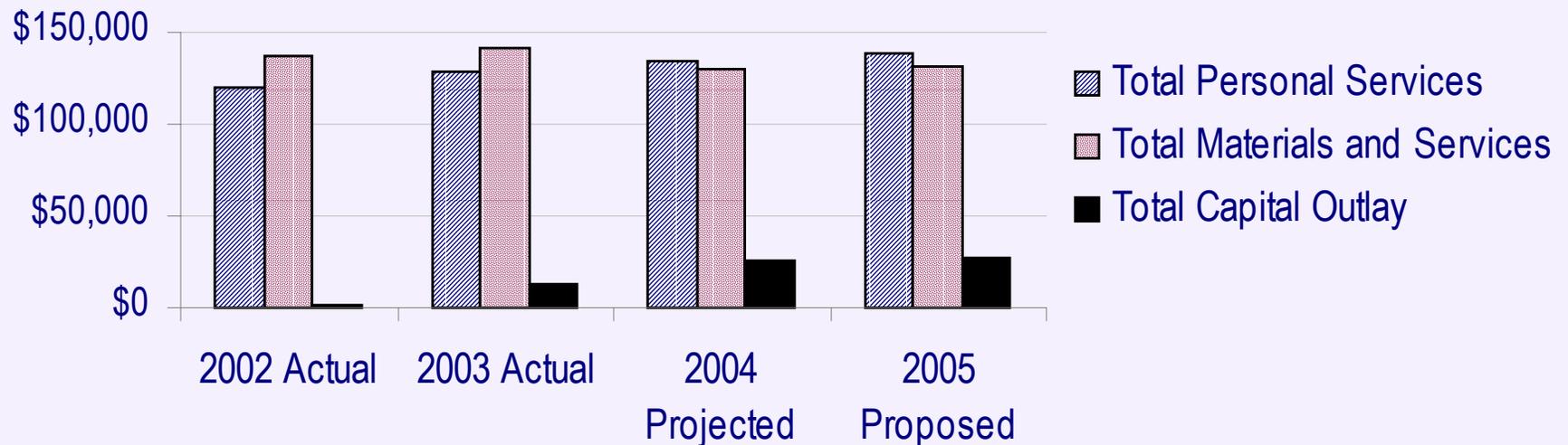
PW Council Goals

- Pursue **water quality** and temperature improvements through an active storm water management program (and wastewater treatment **effluent reuse** options).
- Develop a **preliminary engineering design** for the future extension of the **TAP** pipeline to the City (was a goal in FY04; anticipate design completion by September 2004).
- Establish a stronger, formalized role for the City in the stewardship of the entire **Ashland Watershed**. Map (GIS) water capacity and implement enhanced monitoring program.
- Evaluate and create a plan to **remodel the Council Chambers**.
- Enhance **water** supply and **conservation**.
- Improve safety of existing at-grade **railroad crossings**.
- Improve **pedestrian** and **traffic safety** based on elements of the 3 Es – education, enforcement and engineering. Improve the Wimer Street and North Main Intersection.
- Measurably **improve traffic safety in neighborhoods**.
- Explore RVTD (transit) service options.
- Develop performance measures.

PW Operations - Cemeteries

- **Budget** – unchanged (actually increased by less than 0.5% - less than cost of living or health care increases city-wide)
- **Focus** – overall maintenance and coordination with the Parks Department; use of Jackson County work release crews
- **Challenges** – Historic cemeteries; storage space; personnel and potential change
- **Work Requirements** – dropped Siskiyou and added bike paths
- **Capital** - adding a storage facility

Cemetery Costs by Function



PW - Grounds Maintenance (Streets)

- New program - \$151,100
- Grounds Maintenance; provides maintenance funds to Parks for all of the Boulevard, gateway islands, facility landscaping and trees that are not specifically in Parks property - \$135,000
 - Adds the new median islands in Siskiyou and Ashland Street, as well as the Library and Community Development & Engineering Buildings
- Remains a part of the Street Fund, but managed as a separate division
- Purchase of street tree grates to improve appearance and reduce the tripping hazards to the downtown trees - \$16,100
- Adds funding for irrigation (water) accounts on the Boulevard

PW Operations – Street Fund

Goals and Performance Measures

- Manage OCI at 78.
 - Develop a 5-year maintenance plan,
 - validate the OCI and costs every 2 years.
 - Annual cost to maintain the OCI level - \$200K
- Evaluate maintenance cost per road mile of paved and unpaved streets;
 - Decrease costs as we pave streets
- Evaluate cost & benefits of street sweeping; lane miles swept per man hour/per vehicle
 - as water quality benefit
- Develop a pothole maintenance and response team to systematically identify and correct potholes within 3 days of notification (performance perception)
- **Need Long Term Fund Stability**
 - increase franchise revenues, bonds ODOT \$
- **Maintained current personnel 9 FTE,** but workloads have increased

CIP and Council Goals

- Water Street Bridge post-poned to FY05
- Tolman Creek Rd –Ashland St to E. Main
- E. Main – Dewey to N Mountain (overlay)
- Hersey Street– Ann Street to N Mountain
- North Ashland Bikeway (design – ODOT TE grant)
- Railroad crossings (design)
- Nevada Street Sidewalks (LID)
- Walnut Street and C and Eureka (overlay – LID / ODOT CMAQ)
- Street Improvement LIDs (Liberty / Upper Beach – depends on local interests)
- Improve safety of existing at-grade railroad crossings.
- Evaluate safety improvements at Wimer and Hersey
- Improve pedestrian and traffic safety Neighborhood improvements

PW Operations – Storm Drains

Water Quality Improvements

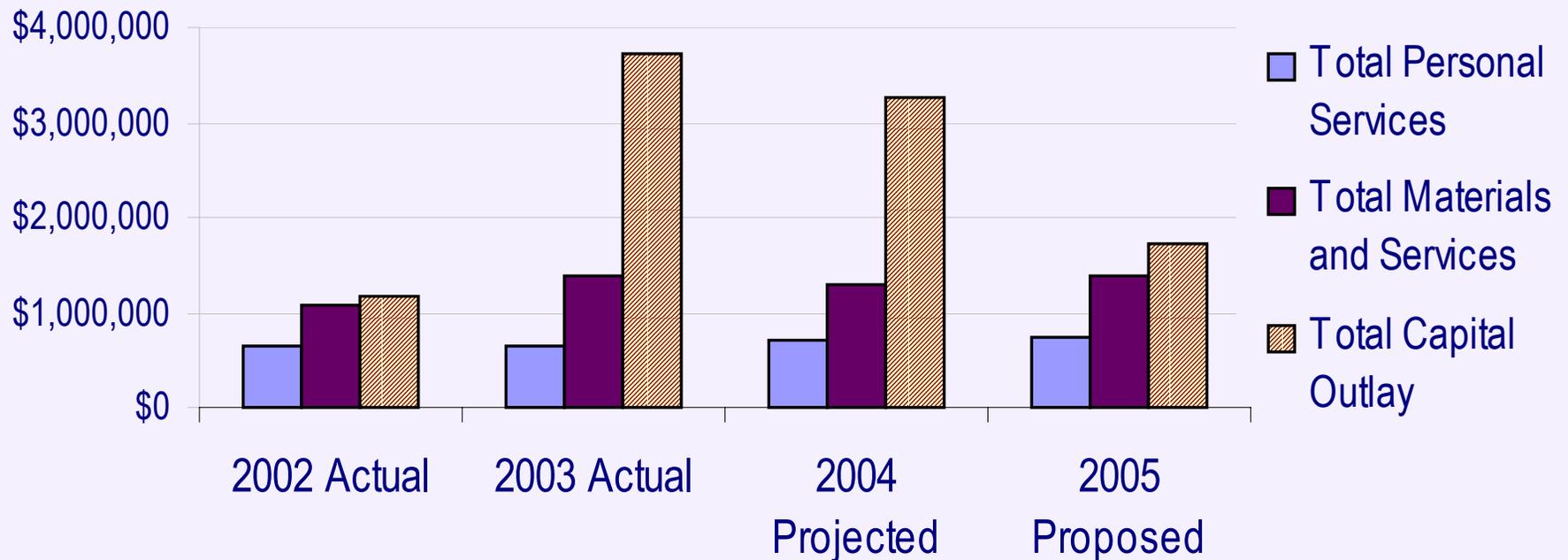
- Improving water quality is a primary component of the storm water program.
- Ashland has been ahead of the requirements, but there is some community frustration with the emphasis placed on water quality with respect to general construction methods.
- The PW Engineering standards stress erosion and sediment control, as well as detention and water quality improvements with new developments.
- Future projects will define this as an even higher priority.
- However, these projects come with both capital and maintenance costs.

Operations & Performance Measures

- Meet new NPDES MS4 & Storm Water Management Plan requirements:
 - provide consistent standards for new water quality improvement facilities
 - evaluate the effect of water quality improvements; retention facilities, bioswales, wetlands ponds,
 - document the amount of material removed and the resulting water quality improvements
- Improve drainage systems to minimize storm and high water runoff
- Implement 25-year storm design standards
- Maintain the open swales and pipe systems so that there are no blockages
- Ensure pipe system meets current capacity requirements; 5-year updates
- Collect adequate fees - 10% increase FY05

Street Fund Summary

| | 2002 Actual | 2003 Actual | 2004 Proj | 2005 Prop | % diff |
|------------------------|--------------------|--------------------|--------------------|--------------------|-------------|
| Personal Services | \$631,960 | \$652,978 | \$710,800 | \$746,900 | 5% |
| Materials and Services | \$1,062,014 | \$1,383,245 | \$1,305,900 | \$1,398,185 | 7% |
| Capital Outlay | <u>\$1,158,578</u> | <u>\$3,735,865</u> | <u>\$3,275,600</u> | <u>\$1,735,505</u> | <u>-47%</u> |
| | \$2,852,552 | \$5,772,088 | \$5,292,300 | \$3,880,590 | -27% |

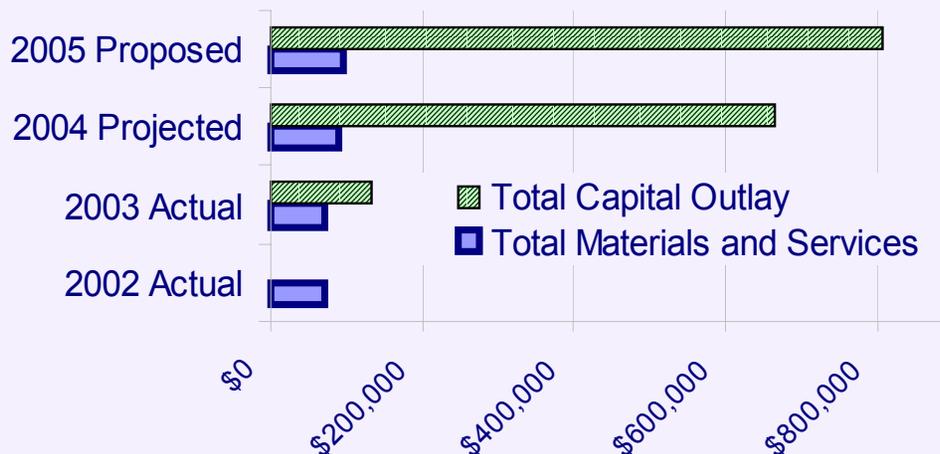


Airport Fund

Increase due to a large capital program.

- FAA's grant for the Airport Improvement Program allows Ashland to participate with a 5% match - only \$40,000 (mostly "soft match") on an \$800,000 project.
- Plus the Master Plan Update - \$60,000

Airport Fund Categories



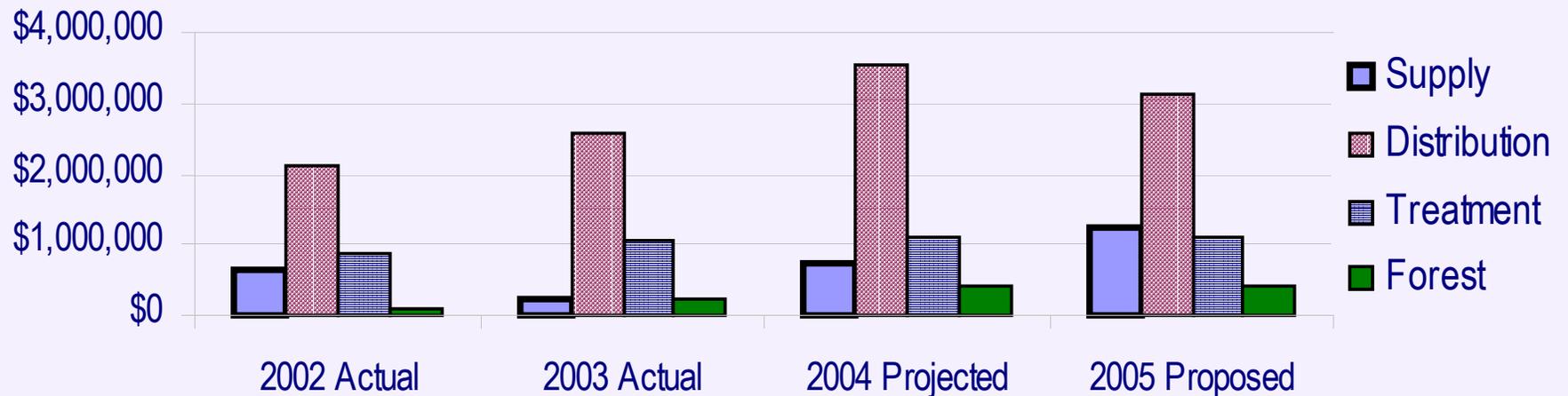
Goals

- Implement a comprehensive cost effective maintenance program.
- Add live camera link for weather and wind conditions.
- Complete AIP Grant: perimeter fencing, medium intensity runway lighting and taxiway reflectors.
- Enhance revenue sources.
- Evaluate the possibilities for new airport related businesses
- Complete Airport Master Plan.
- Construct/ occupy new T-Hangars.
- Complete AIP design.
- Ensure the airport is self-sufficient.

Water Fund

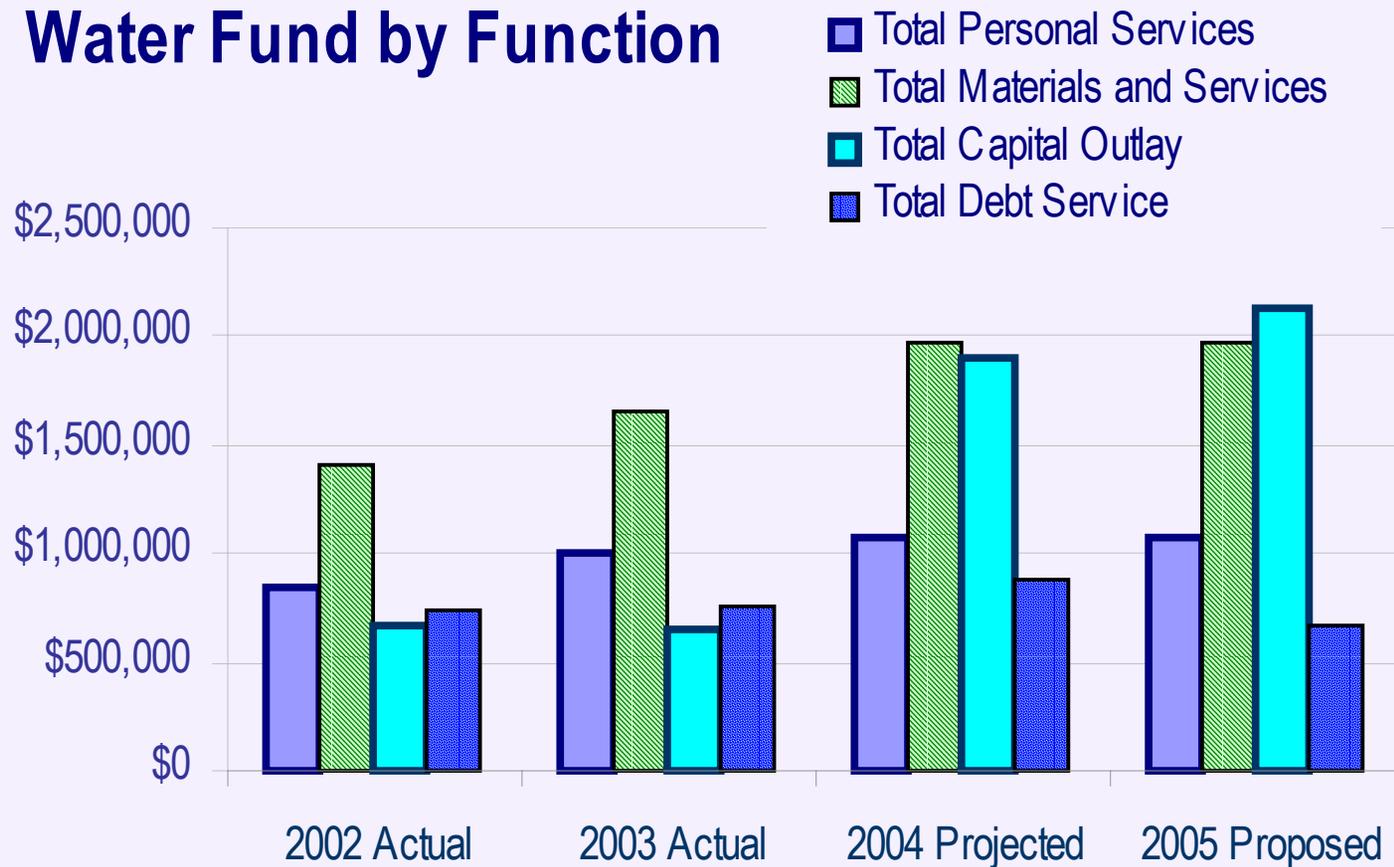
| | 2002 Actual | 2003 Actual | 2004 Proj | 2005 Prop | % diff |
|--------------|--------------------|--------------------|--------------------|--------------------|-----------|
| Supply | \$627,504 | \$251,745 | \$716,741 | \$1,258,373 | 76% |
| Distribution | \$2,095,089 | \$2,555,181 | \$3,560,900 | \$3,116,921 | -12% |
| Treatment | \$865,980 | \$1,048,841 | \$1,119,200 | \$1,092,053 | -2% |
| Forest | \$73,883 | \$211,592 | \$428,700 | \$396,500 | -8% |
| | \$3,662,456 | \$4,067,358 | \$5,825,541 | \$5,863,847 | 1% |

Water Fund by Division



Water Fund Summary

Water Fund by Function



Personnel:

no change
(+0.11%)

Materials:

increases from
2003 in treat-
ment/chemicals
(0.04 less than
FY04)

Capital:

Increasing in
supply and
distribution

Debt: refinanced
and reduced

Water Challenges and Trends

Capital Budget

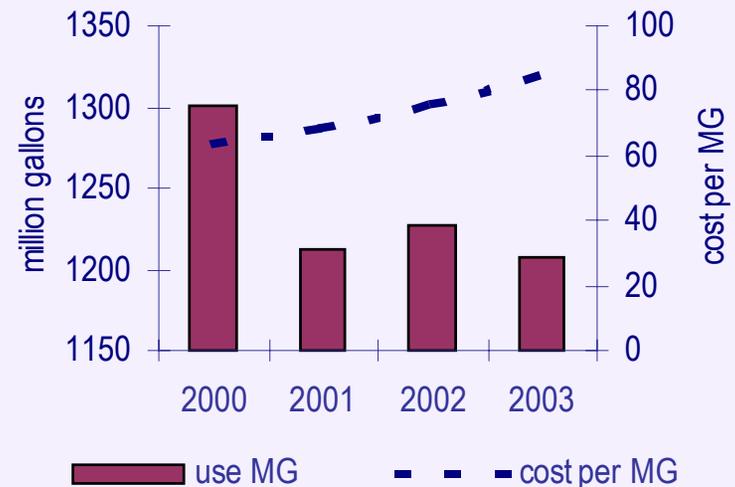
Capital budget is slightly increased from last year's budget. All three projects began design in FY04:

- New Fire Flow Distribution Reservoirs (\$1.8M) construction anticipated in FY06/07;
- Transmission Line; Reeder to the Plant (\$1.2M) – construction in FY05;
- Main Supply Line; Plant to Crowson Reservoir (\$1.1 M) –construction in FY05/06.
- Hosler Dam security and telemetry improvements, backwash (sludge) lagoon improvements, and filter maintenance

Challenges

- Fund Stability; Increase in water fees
- Large Capital Program
- 2.6% increase in services, no new personnel
- SDC rates need to be evaluated and changed
- Small water treatment plant staff

Cost per Million Gallons

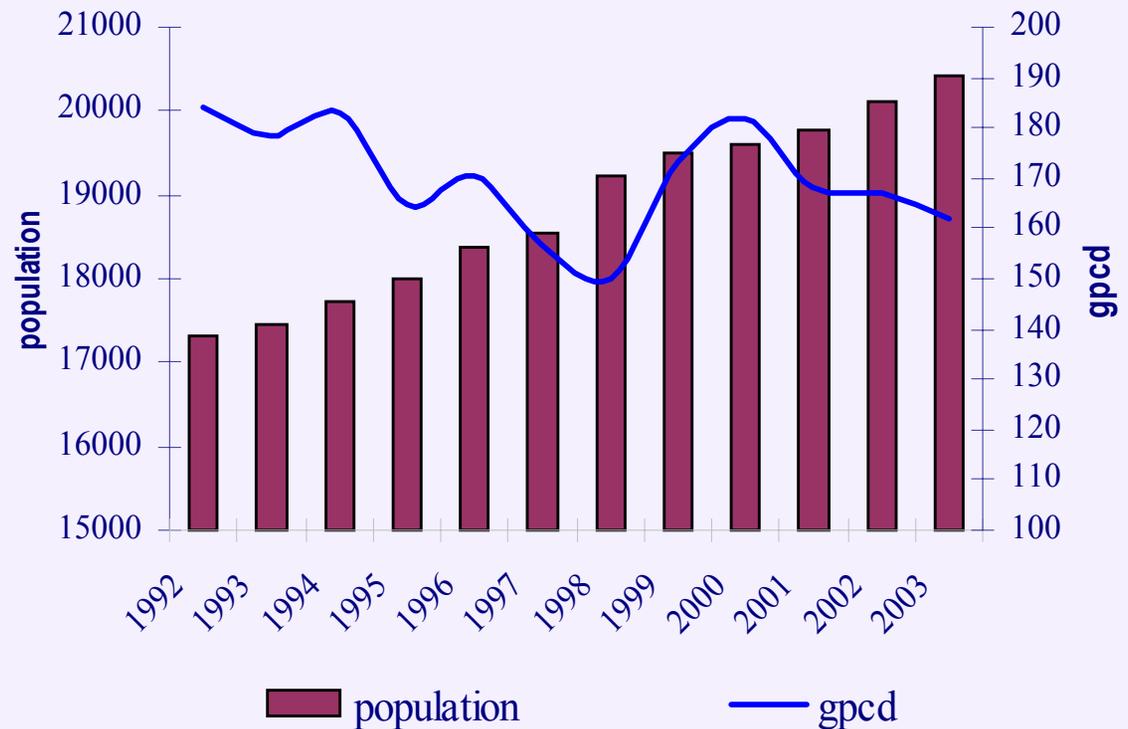


Water Goals

Enhance water supply and conservation by:

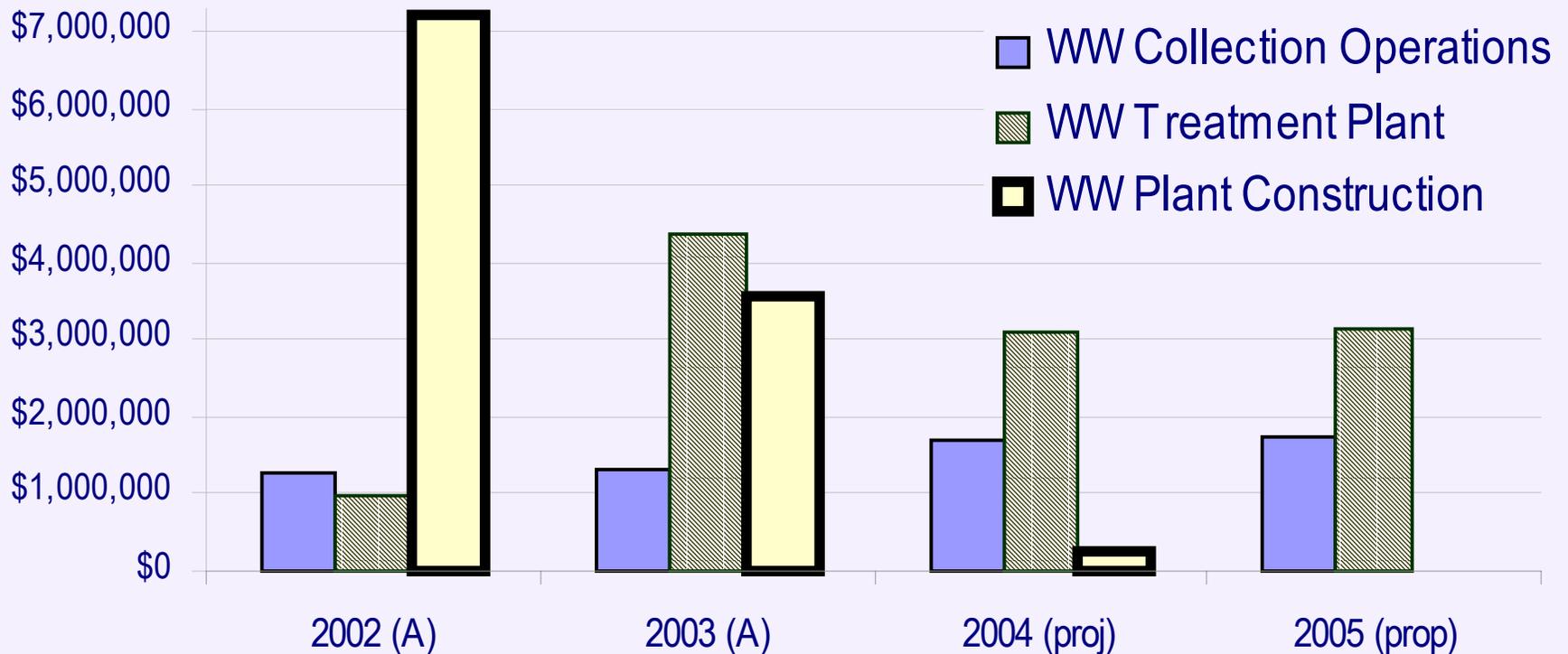
- Developing a citywide focus "the right water for the right use."
- Exploring and developing a 3-year plan to improve and extend our current TID system.
- Negotiating for other water supply options.
- Supporting an effluent reuse option for the WWTP effluent (potentially offsets the need for potable water).

Population vs Water Use per Capita



Wastewater Fund Summary

| | <u>2002 (A)</u> | <u>2003 (A)</u> | <u>2004 (proj)</u> | <u>2005 (prop)</u> | <u>% diff</u> |
|-----------------------|-----------------|-----------------|--------------------|--------------------|---------------|
| Collection Operations | \$1,265,241 | \$1,299,392 | \$1,686,500 | \$1,746,960 | 4% |
| Treatment Plant | \$972,805 | \$4,384,383 | \$3,109,919 | \$3,140,120 | 1% |



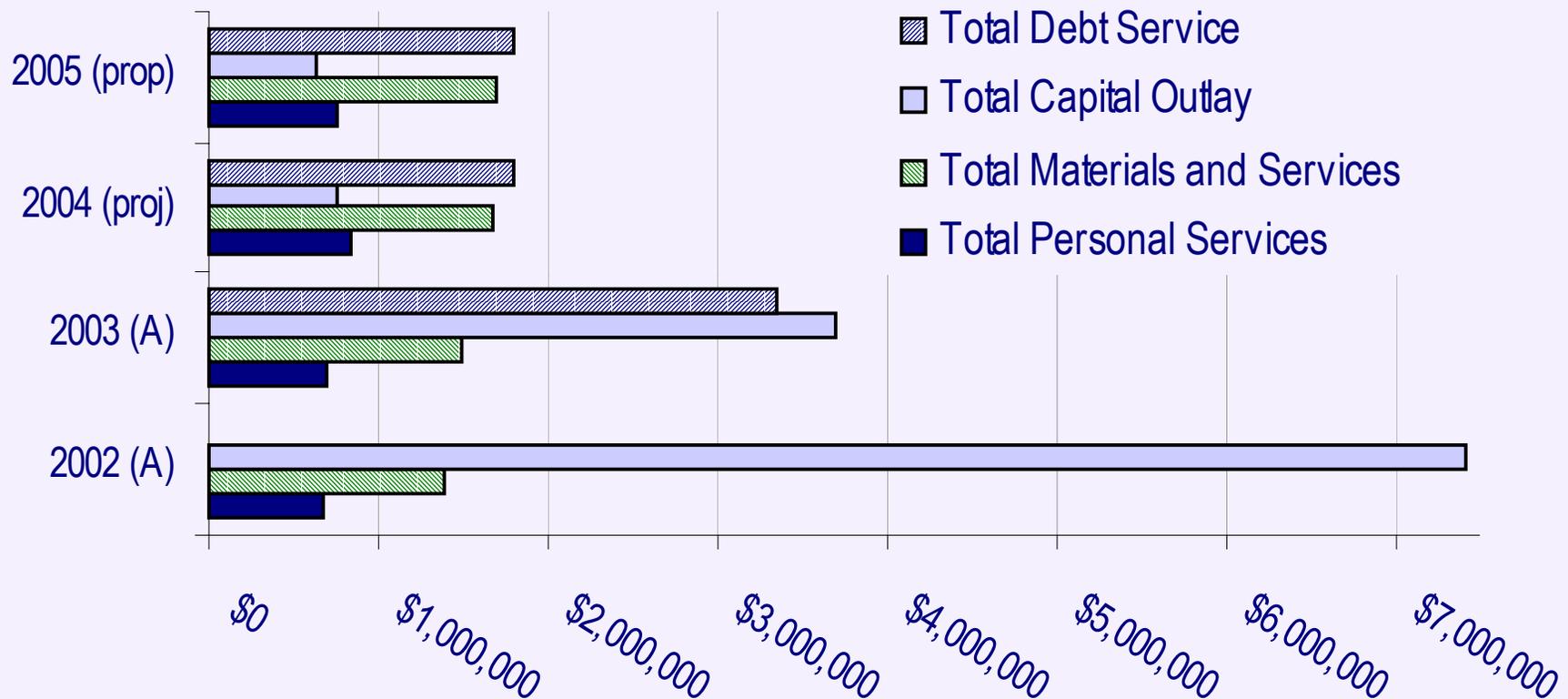
Wastewater Summary

Personnel Costs down 8% as we integrate new personnel (3 retirees in FY04)

Material and Services are constant (1% less)

Debt Service decreasing as we pay off the loans (no change FY04 to FY05)

Capital has decreased significantly as we complete the WWTP



Wastewater Challenges and Trends

Council Goals

- Water supply and conservation: develop a citywide focus on the “right water for the right use” and supporting an effluent reuse option for the WWTP.

Division Goals

- Produce a highly treated wastewater effluent and biosolids.
- Develop the new permit to meet DEQ’s temperature management rules and use our effluent. Evaluate the ability to augment creek flows through appropriate water trading.
- Minimize service disruptions and claims to the City.
- Optimally minimize chemical use.
- Eliminate illegal cross-connections.
- Complete the collection system master plan and implement the 5-10 year maintenance program.

Challenges

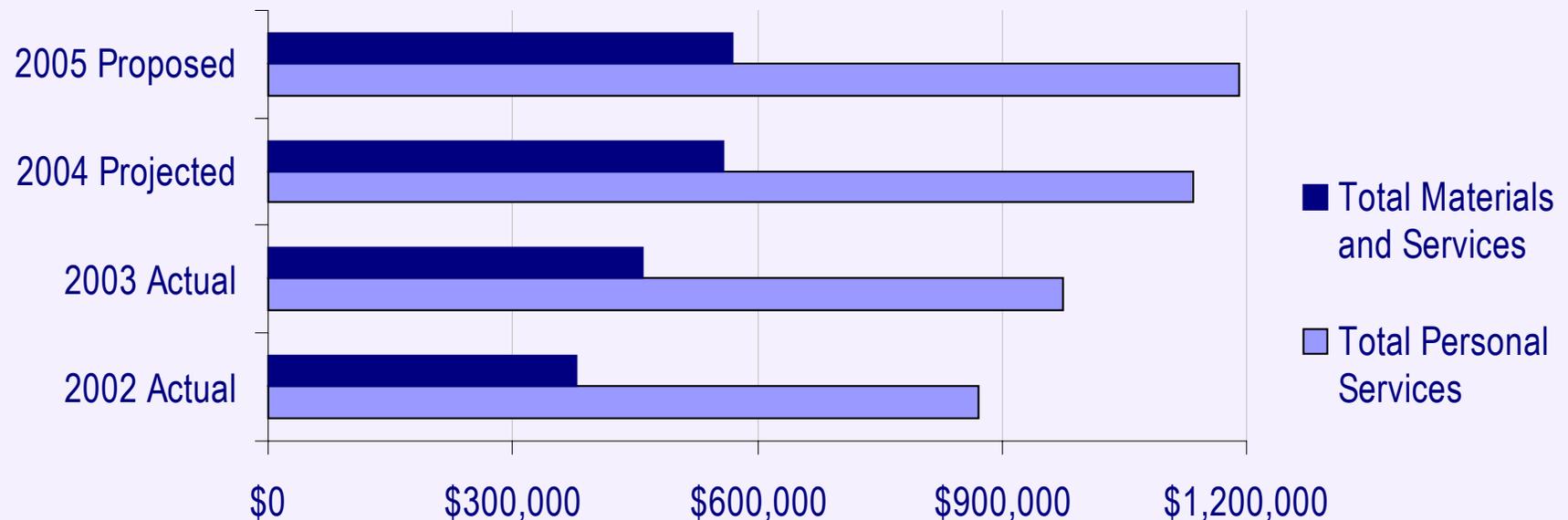
- 2.6% increase in services, no new personnel
- SDC rates need to be evaluated / changed
- costs to treat 1000 gals is \$1.141 in the winter and \$1.438 with membranes

Budget Considerations

- Anticipated increases in electrical costs. Chemical costs have not been as high as projected.
- Capital projects include: Bear Creek Interceptor from N. Mountain Park to Walker (postponed from FY04 due to site conditions); replace lines in Walnut from Grant to Wimer and Granite from Nutley to Strawberry; replace N. Main Pump Station; and complete needed telemetry upgrades.
- Rates will increase 5% per year for the next 3 years for line replacements.

PW Admin & Engineering Summary

- **Lots of Work**
- Construction management load continues to increased
- One new person in GIS, but defrayed costs as the “temporary” employee is reduced (personnel costs in the two divisions are up 5% total - less than City-wide increases)
- Material and Services increases are minimal (2%)
- Training costs consistent with past two years



PW Administration & Engineering

Engineering & Development

- Manage Projects
 - construction, design, master plan
- Issue / Track Permits
- Consultant Administration
- Engineering Development Standards
- Inspections
- Airport Commission
- Assist with Forest Commission
- PW Program Management

Surveying & Traffic Safety

- Plan and Plat Checks
- Survey Control
- Mapping
- Project Management
- Traffic Safety Commission
- Survey Consultant Management
- Water Rights

PW - GIS

GIS

- Program Development Growth
- Data Management & Mapping Research
- Links with Jackson County
- User's Group and links with various departments
- Customer Service - significant community use of the system
- Emergency Exercise mapping
- Forest Interface mapping
- Trails Mapping
- Shared services (electric splits one position)
- Costs; training, software

PW Fleet Maintenance

Fleet Maintenance (Shop)

- evaluate equipment replacement and maintenance schedules compared to industry standards
- evaluate shop overhead rates for City department fleet maintenance charges
- develop a 3-5 year capital plan for equipment replacements
- document fleet repair and “down” time to compare with industry

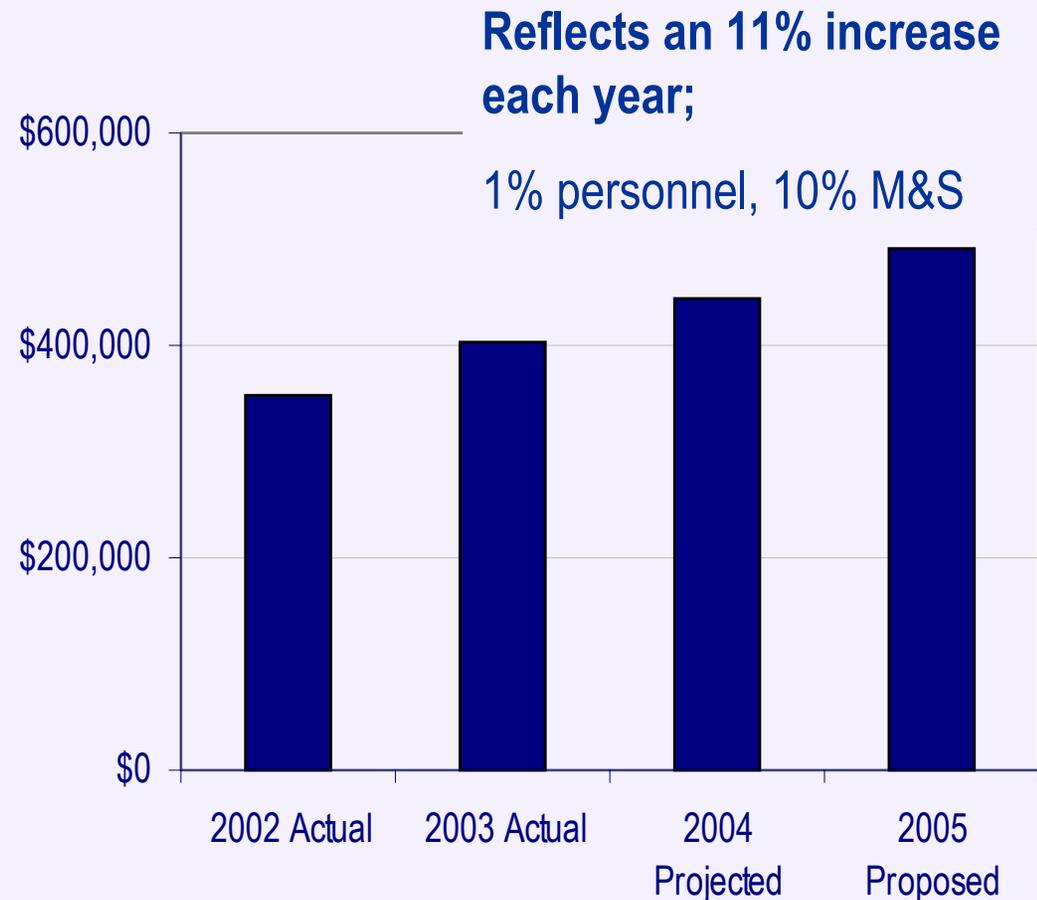
Fleet Acquisition

- Total Replacement -
11 vehicles \$398,000
- New Acquisitions 1 vehicle
(Code Enforce) \$16,000
- FY04 Carry Forward 10 yard
dump truck \$105,000
- Total Fleet Acquisitions
\$519,000
- Software Capital Purchases
\$169,085

PW Facilities Maintenance

Goals

- Council Chamber improvements
- added new facilities to the inventory this year (Grove, Library)
- new janitorial services contractor
- will be evaluating each building for maintenance and long term needs in FY05
- we need renewed emphasis on energy and water conservation



Questions?

thanks