

BN2017-19 Budget Parameters For Implementing Council's Preferred Policies April 19 & 20 - 2017

Overview

The purpose of our meetings on April 19 and 20 is to give direction to the Budget Officer so she can prepare a BN2017-19 budget for presentation that reflects the Council's highest priority projects* -- within, of course, the constraints of available revenue sources and in consideration of their aggregate financial impacts.

* These projects include some proposed by the Dept. Heads and approved by the City Administrator, plus I have suggested a 'financial stability' project for consideration: rebuilding the Reserve Fund.

At our April 3rd study session you reviewed a preliminary list of the projects drawn from our Goals meeting last Fall. Some of the projects on that list may not be relevant to the BN2017-19 Budget for a variety of reasons: no longer of interest to the current Council; waiting for further information before the Council can implement them; etc.

I have identified those projects I believe you want to consider for prioritization by adding bold borders around each in the table. You may have different items in mind. We will sort this out on April 19th. Dept. Head projects are [add later]. Otherwise I've left the table in its original form that you reviewed April 3rd.

A list of potential revenue sources is included as part of this packet. Because the official Budget must be balanced any project you tell the Budget Officer to make provision for must have a companion revenue source to cover its costs. You may think of other revenue sources than those in the table and we will be able to discuss them during our meetings. However if you think of them in advance please let the City Administrator and the Budget Officer know right away so they can be prepared to answer questions about those sources.

Process

April 19th agenda (1-2 hours)

Report: Building the Core Services foundation, how the PERS increase was incorporated and implications of this feat. Then, adding CIP projects scheduled for BN2017-19.

Review of identified Council and Dept Head projects (with updated cost figures); addition/removal of items from the list.

Identify and preliminarily evaluate revenue sources ; relation of individual sources to certain projects and not others (as appropriate).

List to be prioritized on April 20: what items can we eliminate in advance?

April 20th agenda (2 hours?)

Prioritize project list from April 19th: Suggested process: Each Councilor individually identifies top three priorities and then we compile the list in the order of the most votes. Additional items can be added to the bottom of the list by any two Councilors.

Work through the list in priority order, including identifying revenue sources for each, until we decide we have all for which we want provision made in the Budget. Next we consider the total financial impact. Then we finalize our choices and the meeting is over.

The Packet

Overview

Council Goals Add-ins

Dept Head items

Revenue Sources

If you have any questions, concerns or suggestions contact the Mayor, City Administrator or Budget Officer as you deem appropriate. But to comply with public meetings law, please do not engage in back and forth colloquoy(!) in response to this email/document except in a public meeting

John Stromberg, Mayor
April 17, 2017

Add-ins With Possible implications for Budget Parameters for BN2017-19

No.	Name	Cost	Resource(s)	Notes
1	Street Maintenance Program		Dedicated portion of Meals Tax approved by voters - Nov. 2016	Bonding 'excess' rev stream from Meals Tax after deducting WWPlant debt and (now) 25% to Parks
2	City Hall Seismic Resiliency +		Voter-approved bond or Urban Renewal	City Hall Committee recommendation due Sept 2017. Committee charge covers City Hall and related public facility needs.
3	Police Staffing Increase	\$565K/yr	Utility user charge (see O'Meara CC for details)	Pending Council decision: 1 additional officer per (4) shifts + restore School Resource Officer
4	CEAP Implementation	\$105K/yr		Proposed new staff position; populate Commission & assign Liaison. Who staffs between now and July?
5	Parks items		None	
6	Financial Software Payment	\$500K	Final payment - special price	Built into core service budget
7	Parking	\$150K/yr		Is there support? Alternative: build pay-to-park structure(s), funded via Urban Renewal or bond
8	TAP 3			Expand current TAP to 12 mo.s, 3mg/d; Under consideration in AWAC2. Wait for recommendation.
9	Housing Trust Fund	\$600K/yr		HHSC requests rev stream. To be used

	HTF (cont.)			for specific recommended projects subject to Council discretion.
	Housing Trust Fund Projects		\$166K available per HTF Resolution	HHSC recommends for Council decision. Possibly use to free up less restricted Soc Service Grant \$.
10	New Phone System	\$300K	Built into base budget	Needed for handling increased emergency call volume.
11	ULUO Interface		Contract or in-house	Part of Com Dev process improvement?
12	WMO low-income subsidy for wooden roof replacement		Grant funding in pilot phase?	Wildfire Mitigation Ordinance project: making the city resilient to wildfire.
14	Rebuild Reserve Fund	TBD		Level in base budget is below target.
16	Asst. City Attorney			Increase capacity per Sept. Council review;
17	Assistant City Administrator	\$200K/yr		
18	City-wide Urban Design Plan	\$150K	ToT: "Other Tourism-Related Capital Projects"	2017-19 projected \$266K; may require ORS change that allows greater flexibility. Otherwise needs new funding source.
19	Dept Head items - see separate sheet			
20	AFN Marketing Plan Implementation			Wait for evaluation of Plan.
21	Storm drain system [Dept			Wait for anticipated new DEQ

	Head item?]			regulations
22	Emergency Shelter contract	~\$8K in 2016		Renew (w/ OHRA) for 2017?
23	City employee preparedness program			So employees' families can shelter in place for the 14-day State standard - to enable employees to assist in recovery of core City services
24	Up-date Comp Plan			Is this still a priority?
25	Downtown Streets			Regional project w/ Ashland as pilot; potential funding partners disappeared in dissolution of AllCare/JC contract, etc. Still a potential component of long-term homelessness effort.
28	10X20 Ordinance implementation			Currently an RFP is being prepared for a ppa-based private project to be paid for out via electric utility rates, with the PV plant becoming City property after 20 years. Other options, or a mix of options is also possible.

**Department Add-Ins
2017/2019**

No.	Name	Dept	2017-18	2018-19	Notes
1	1 FTE in Wastewater Collections	Public Works	\$70,000	\$75,000	Built into Rates
2	1 FTE Forest Division Position	Fire	\$58,000	\$61,000	Grant Funded by AFR and OWEB
3	1 FTE Deputy Fire Marshall	Fire	\$63,000	\$130,000	Funded first year by elimination of Weed Abatement Coordinator, temp clerk, and P/T Inspectors, also from EM fund. Shortfall of \$64,000 could be offset by increased inspections and plan check fees
4	1 FTE Permit Concierge	Com Dev/Admin	\$122,000	\$118,000	General Fund
5	Com Dev Training	Com Dev/Admin	\$7,500	\$7,500	General Fund
6	1 FTE Senior Project Manager	Public Works	\$103,000	\$108,000	Funded from enterprise funds and costs rolled into projects

BN2017-19 Possible Revenue Sources

No.	Source	Type	FY2017-18	FY2017-18	Total Biennium	Notes
1	9 ¢ /1000 Unassessed Property Tax	Stream	\$220,240	\$227,900	\$448,140	Assuming 94% collection rate
2	Appoint existing EE/City Recorder duties	Stream	\$139,000	\$145,400	\$294,000	Includes salary adj. for affected EEs
3	Increase Water Fund Franchise Fee from 6 to 8%	Stream	\$155,000	\$155,000	\$310,000	Removing Recession-approved temporary reduction
4	Substitute Tourism \$ for GF \$	Stream	\$132,500	\$132,500	\$265,000	Depends on State tourism bill
5	Marijuana Tax Subventions	Stream	\$55,000	\$55,000	\$110,000	Conservative estimate
6	Housing Trust Fund Balance	1-time \$	\$166,000		\$166,000	Within constraints of HTF Resolution; future funding TBD