

COUNCIL MINUTES
REGULAR WORKSHOP MEETING

February 2, 2016

A regular workshop meeting of the City Council of the City of Jacksonville was held Tuesday, February 2, 2016 beginning at 5:00 PM in Meeting Rooms A and B of Jacksonville City Hall. Present were: Mayor Sammy Phillips presiding; Mayor Pro-Tem Michael Lazzara and Council Members: Jerry Bittner, Randy Thomas, Bob Warden, Angelia Washington, and Jerome Willingham. Also present were: Richard Woodruff, City Manager; Ronald Massey, Deputy City Manager; Glenn Hargett, Assistant Manager for Communications and Community Affairs; Gayle Maides, Finance Director; Michael Liquori, Director of Park Facilities; Susan Baptist, Director of Recreation Services; Mike Yaniero, Director of Public Safety; Carmen Miracle, City Clerk; and John Carter, City Attorney.

*A video recording of the Council Meeting is presently available for review on the City's website.

CALL TO ORDER

Mayor Sammy Phillips called the meeting to order at 5:02 PM.

ADOPTION OF AGENDA

A motion was made by Councilman Bittner, seconded by Councilman Willingham, and unanimously approved to adopt the agenda as presented.

APPROVAL OF MINUTES AND CONSENT ITEMS

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Willingham and unanimously adopted to approve the minutes from the January 19, 2016 Workshop Meeting and the January 19, 2016 Regular Meeting and Consent Items.

CONSENT ITEMS

GENERAL LEGISLATIVE BUDGET AMENDMENT

Several departments submitted budget amendment requests since the last legislative budget amendment. The details of the adjustments were shown in the staff report.

Council approved the Budget Amendment.

Ordinance 2016-07, Bk. 12, Pg. 375

REQUEST TO WAIVE PENALTIES FOR JACKSONVILLE OCCUPANCY TAX

The agent of one hotel within the City sent in a Request to Waive Penalties for payments made in November 2015 for Occupancy Taxes collected in October 2015. The reason for the request was due to the illness and death of an immediate family member of the owner of the hotel which prevented compliance because the owner was out of town for three weeks.

The agent of another hotel within the City sent in a Request to Waive Penalties for payments made in October and November 2015 for Occupancy Taxes collected in September and October 2015. The reason for the request was that the hotel just opened in September and they were unaware they owed Occupancy Taxes to the City.

Neither of these hotels had penalties waived in the past.

Council had authority to approve these requests pursuant to the authority granted to them by G.S. 160-215 and City Resolution 2010-14 which reads “The City Council has the same authority to waive the penalties for a room occupancy tax that the Secretary of Revenue has to waive the penalties for state sales and use taxes.”

Council approved the Request to Waive Penalties.

RESOLUTION DIRECTING THAT VOLUNTARY ANNEXATION PETITIONS BE
INVESTIGATED FOR SUFFICIENCY UPON RECEIPT

There are three required steps for the Voluntary Annexation process:

- 1) Council passes a Resolution directing the City Clerk to investigate the sufficiency of the voluntary petition;
- 2) Council receives the Certificate of Sufficiency/Sets a Public Hearing, and
- 3) Council conducts a Public Hearing/Considers the Annexation Ordinance.

To assist development with a more timely process, many cities and towns have requested authorization to streamline the process by asking Council to authorize that all voluntary annexation petitions could be investigated for sufficiency upon receipt.

Recent Council meeting changes (one meeting per month in which a public hearing may be scheduled) could result in additional time to complete a voluntary annexation, which could cost a developer time and money.

Council adopted the Resolution as presented.

VOLUNTARY ANNEXATION PETITION – CARL J BEACHAM, SR TRUST – 1.14
ACRES

On behalf of Carl J. Beacham Sr Trust, TriCorp Investments, LLC had submitted petitions for a voluntary annexation of a 1.14 acre parcel that is contiguous to the current City limit boundaries.

The tract is located on Western Blvd Ext adjacent to Marine Federal Credit Union and across from Forum Road. The site is surrounded by the corporate limits. An Aldi grocery store was planned for development on the site.

The first step in the Voluntary Annexation process was to direct the City Clerk to investigate the sufficiency of the petition. However, if Council approved the Resolution proposed by staff to streamline the process in order to assist development with a more timely and economical process, the City Clerk could complete the first step before seeking Council consideration. In anticipation, the City Clerk conducted the required investigation and found as a fact that said petition was signed by all owners of real property lying in the area described. As provided in North Carolina General Statute 160A-31, a Resolution was prepared scheduling a Public Hearing on this annexation for the February 16, 2016 Meeting.

Council adopted the Resolution as presented
Resolution 2016-03, Bk. 7, Pg. 199

CLOSED SESSION

A motion was made by Councilman Willingham, seconded by Councilman Thomas, and unanimously adopted to convene a Closed Session at 5:06 PM for the purpose of consulting with the attorney in order to preserve the attorney client privilege pursuant to General Statute 143-318.11, subsection (a-3).

RECONVENE REGULAR WORKSHOP MEETING

Mayor Phillips reconvened the regular Workshop Meeting at 5:58 PM and announced that no reportable action had been taken in Closed Session.

RECESS/RECONVENE

Mayor Phillips recessed the meeting at 5:59 PM for a short break. Councilman Willingham left the meeting at 6:00 PM due to illness. Mayor Phillips reconvened the meeting at 6:06 PM.

PRE-BUDGET ITEMS

FINANCIAL UPDATES

Referring to the PowerPoint Presentation herein attached as Exhibit A, Gayle Maides, Finance Director, provided a financial update including General Fund Balance yearly comparisons and outstanding General Fund debt payments. Allen Weeks, Senior Finance Manager, reviewed the Water and Sewer Fund yearly comparisons and outstanding Water Sewer Fund debt payments and also presented these details for the Stormwater Fund.

In response to questions related to the balance in the Stormwater Fund, Mr. Woodruff stated that there were a number of large projects pending and they had been trying to build up the fund in order to pay for the projects so as to avoid a fee increase.

Mrs. Maides provided an overview of the Solid Waste Fund, which included both residential and commercial service. In regards to the commercial service, she pointed out the increase in fees Council had authorized the previous year were now sufficient to cover the service.

Mrs. Maides presented the FY16 Budget Assumptions as listed in Exhibit A, including no proposed increase in the property tax rate, stormwater fee, residential solid waste fee, or fuel pricing. She reviewed the "Unknown Assumptions" in particular the option to implement a vehicle tax of \$5 per vehicle tax. Mr. Ron Massey, Deputy City Manager, explained that options for additional funding raised by such a tax could be used for street maintenance or paving projects.

Mayor Phillips asked for the total personal property tax the City received on vehicles. Mr. Woodruff said staff would get those numbers and provide to Council.

Discussion was held. Mr. Massey clarified that if a vehicle tax was implemented, it would be attached to the vehicle registration not to property tax.

Mr. Woodruff discussed the option for a Business Registration fee. He pointed out the loss from the action by the Legislature to terminate the local Privilege License Tax was not only financial. They had also lost the opportunity to collect up to date business information needed by the Police Department to assist businesses in the event of an emergency or other situations.

In regards to these tax options, Mr. Woodruff said they were not looking for any definite answers but were advising Council on options for future discussion.

Mrs. Maides then provided a review on the General Fund Non-Profit contributions, which included \$50,000 in the General Fund and \$30,000 in Community Development Block Grant funds for qualified applicants. Mr. Woodruff said time at a future meeting would be scheduled for Council to decide if they wished to provide the same level of non-profit funding in FY16/17 as the previous year. He reminded them that a few years ago Council had reduced the funding level from \$90,000 to \$50,000 in the General Fund.

Mr. Woodruff reviewed a future change proposed by the Federal Government for the Overtime regulations. The proposed change was to significantly increase the annual salary threshold for employees classified as exempt. Mrs. Maides said that due to the number of responses the Department of Labor had received on this change, a final decision on the amount of the annual salary had not been made. Depending on the outcome of this issue later in the year, there could be an impact on the budget to either increase overtime lines or salaries in order to comply with the law.

Ms. Maides reviewed the Health Insurance fund history and balances and health care outlook. Mr. Woodruff reminded Council that over the past two fiscal years there had been no increases passed on to employees or absorbed by the City. This was accomplished by funding the increase through the Health Insurance fund.

Mrs. Maides reported that health care costs were projected to increase about 14 percent in the next fiscal year. The AHCA payment, required by the Affordable Care Act, would be \$29 per covered life, \$27 of that was a fee that was supposed to be discontinued next year. The other \$2 fee would continue for another five years.

Ms. Maides reviewed the property and sales tax forecast which showed that a small increase in revenue was anticipated for the next fiscal year. The Capital Reserve was funded by a four cent initiative established by the City Council in 1998 to fund quality of life improvements. This year the four cents generated almost \$1.4 million.

CAPITAL IMPROVEMENT PLAN UPDATE

Deanna Trebil, Capital Projects Administrator, provided an overview for the FY16 Capital Improvement Plan. There were 20 projects funded for the year.

She reviewed the Sturgeon City Education Building, which would be centered around educational and civic components. In regards to the budget for this project, Mr. Woodruff said there was an approximate \$750,000 shortfall. In addition, DENR wanted to place significant land use restrictions on the site due to a small area of contamination. Mr. Woodruff added that the project had many issues and decisions that would have to be made.

Councilman Bittner asked about the agreement with Sturgeon City. Mr. Woodruff said the Nonprofit paid \$75,000 per year and the agreement with JTDA was for \$150,000 per year.

Mayor Pro-Tem Lazzara wanted to know how much we had collected from JTDA and any other partners and how it had been allocated. Mr. Woodruff said it had been expended toward debt service on the bonds. He estimated two years of payments had been collected with this being the third year and one more was owed. He said he would research and provide the exact figures to Council. Mayor Pro-Tem Lazzara clarified that the money collected from Sturgeon City and JTDA had been collected for debt repayment. Mr. Woodruff said they would verify that for him.

A discussion ensued regarding the environmental issues and other concerns with the location. Mr. Woodruff wanted the public to know that the lead issue at this location was not in any way connected similar to the Flint, Michigan water issue. At this location, the issue was dirt that had a lead trace in it and the area affected was about the size of a room. He reported that he and Mr. Carter had a meeting scheduled in Raleigh next week with DENR to discuss the contamination issue.

Councilman Warden asked if there was any particular restrictions on the money that had been borrowed for this project since the money came from bond sales. Mr. Woodruff stated moving the location would not be an issue as far as he knew. The issue would be that the building had to be constructed.

Councilman Warden wanted to know how they would handle it in terms of the borrowed funds should they decide to not build the building. Mr. Carter said further research would have to be done as we might not be able to send it back. Mayor Phillips said further exploration was needed.

Councilman Bittner wanted to know what type of bonds we had sold. Mrs. Maides said they were Limited Obligation Bonds. They were previously known as Certificate of Participation Bonds.

As detailed in Exhibit A, Ms. Trebil proceeded to provide an update on numerous other Public Services Projects and the phases they were currently in regarding planning, design, and/or construction. The report included updates on Street Rehabilitation, Recreation and Parks and Transportation Projects.

COMMERCIAL GARBAGE UPDATE

Using the PowerPoint presentation herein attached as Exhibit A, Kerry Terrell, Sanitation Superintendent, provided an overview of the Commercial Dumpster Collection Program. He gave a brief history of the program and discussed staffing, equipment purchases and challenges encountered. He also discussed FY 2016 successes with the program and opportunities moving forward. Mr. Woodruff stated one of the largest challenges facing the program was the State Highway Patrol and fines imposed due to the weight of the trucks at the Landfill. One other opportunity was the opportunity to purchase a Vendor truck which had 25,000 miles and had been turned in to the company by another buyer. This would save the City between \$40,000 and \$50,000 by not having to purchase a new vehicle.

THREE-YEAR EQUIPMENT REPLACEMENT PLAN

As outlined in Exhibit A, Mr. Woodruff provided a brief summary of the 3 year Equipment Replacement Plan. This document was created to enable forecasting of major equipment purchases and better management of scheduling future purchases which would avoid major budget spikes.

COMPENSATION OPTIONS

Mr. Woodruff stated usually he did not propose compensation options for employees but last year a Council member had suggested he provide options for consideration. He reviewed options as listed in Exhibit A, including Council continue their usual practice to address condensation at the end of the budget, or direct the manager to place a specified percentage in the budget, or place the Consumer Price Index percentage in the base budget or choose any other option Council felt suitable.

SCHEDULE

As shown in Exhibit A, the schedule called for various budget meetings including a review of the CIP in March, Budget Workshops in April, a Public Hearing in May, with possible adoption in May or June. The budget had to be passed no later than June 30, 2016.

ADJOURNMENT

A motion was made by Councilman Thomas, seconded by Councilman Willingham, and unanimously adopted to adjourn the meeting at 7:33 PM.

Adopted by the Jacksonville City Council in regular session this 16th day of February, 2016.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk

Jacksonville City Council



Workshop Meeting
February 2, 2016

Pre Budget Workshop

1. Revenue Forecast
2. Audited Fund Balance FY15
3. Review 4¢ Council Initiative Fund
4. Review Debt Position
General Fund & Water-Sewer Fund
5. CIP Update FY16



Pre Budget Workshop

6. Commercial Garbage Update
7. Health Insurance Fund
8. 3 Year Equipment Replacement Program
9. Compensation Options
10. Schedule



Budget Forecast

Gayle Maides



Financial Updates

Fund Balance – General Fund

	Unassigned	% of Expenses
FY12	\$8.0 M	19.0%
FY13	\$5.4 M	12.9%
FY14	\$8.2 M	19.1%
FY15	\$10.7 M	26.1%
FY16	\$8.9 M*	

**Based on Budget*



General Fund

Fiscal year ending June 30, 2015 (audited)
In Millions

Revenues	FY15 Budget	FY15 Actual	Variance	%
Ad Valorem Taxes	22.5	22.5	0	100%
Sales Tax	10.3	10.7	0.4	104%
Fund Balance Appropriations	2.9			
All Other Revenues	11.7	12.5	0.8	107%
Totals	47.4	45.7	(1.7)	96%
Expenditures	47.4	42.9	4.5	84%



General Fund

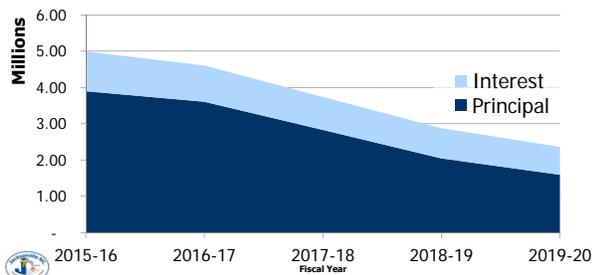
Six Months ending December 31, 2015 and 2016 (unaudited)
In Millions

Revenues	FY15 YTD	FY16 YTD	Budget Amended FY16	%
Ad Valorem Taxes	18.8	16.9	22.4	75%
Sales Tax	2.7	2.8	10.5	27%
Fund Balance Appropriations			2.5	
All Other Revenues	6.4	6.8	11.9	57%
Totals	27.9	26.5	47.3	56%
Expenditures	22.4	23.3	47.3	49%



All Outstanding General Fund Debt Payment

As of June 30, 2015



Fund Balance

Water & Sewer Fund

In Millions

	Unrestricted
FY12	\$34.2
FY13	\$33.2
FY14	\$29.4
FY15	\$25.8
FY16	\$17.7*

*Based on Budget



Water & Sewer Fund

Fiscal year ending June 30, 2015 (audited)
In Millions

Revenues	FY15 Budget	FY15 Actual	Variance	%
User Fees	21.6	22.0	0.4	102%
Facility Fees	.8	.7	-.1	88%
Fund Balance Appropriations	4.3			
All Other Revenues	4.6	4.6	0	100%
Totals	31.3	27.3	(4.0)	87%
Expenditures	31.3	27.9	3.4	89%

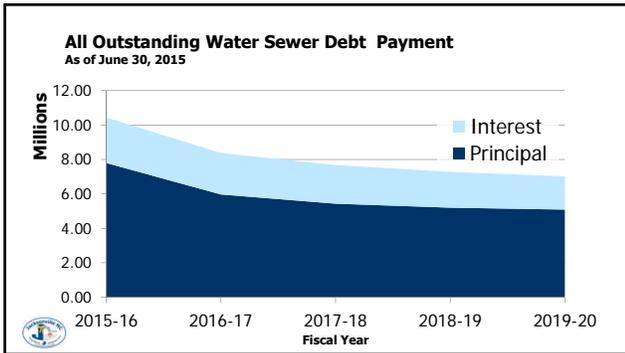


Water & Sewer Fund

Six Months ending December 31, 2015 and 2016 (unaudited)
In Millions

Revenues	FY15 YTD	FY16 YTD	Budget Amended FY16	%
User Fees	10.1	10.4	20.9	50%
Facility Fees	.3	.4	.6	67%
Fund Balance Appropriations			8.1	
All Other Revenues	1.0	2.0	2.6	77%
Totals	11.4	12.8	32.2	40%
Expenditures	10.9	14.6	32.2	45%





Fund Balance Stormwater Fund

In Millions

Unrestricted	
FY12	\$0.1
FY13	\$0.8
FY14	\$1.6
FY15	\$1.8
FY16	\$1.8*

**Based on Budget*

Stormwater Fund

Fiscal year ending June 30, 2015 (audited)
In Millions

Revenues	FY15 Budget	FY15 Actual	Variance	%
Charges for Services	2.8	2.9	.1	104%
Fund Balance Appropriations	(.1)			
All Other Revenues	.1	.1	0	100%
Totals	2.8	3.0	.2	107%
Expenditures	2.8	2.5	.3	89%

Stormwater Fund

Six Months ending December 31, 2015 and 2016 (unaudited)
In Millions

Revenues	FY15 YTD	FY16 YTD	Budget Amended FY16	%
Charges for Services	1.5	1.5	2.9	52%
Fund Balance Appropriations				
All Other Revenues		.1	.1	100%
Totals	1.5	1.6	3.0	53%
Expenditures	1.2	1.3	3.0	43%

Fund Balance Solid Waste Fund

In Thousands

Unrestricted	
FY12	\$111
FY13	\$(223)
FY14	\$(46)
FY15	\$(50)
FY16	\$(50) *

**Based on Budget*

Solid Waste Fund

Fiscal Year ending June 30, 2015 (audited)
In Millions

Revenues	FY15 Budget	FY15 Actual	Variance	%
Charges for Services	3.5	3.5	0	100%
Fund Balance Appropriations	0.2			
All Other Revenues	2.8	2.2	(0.6)	80%
Totals	6.5	5.7	(0.8)	88%
Expenditures	6.5	5.9	0.6	91%

Solid Waste Fund

Six Months ending December 31, 2015 and 2016 (unaudited)
In Millions

Revenues	FY15 YTD	FY16 YTD	Budget Amended FY16	%
Charges for Services	2.2	2.3	4.6	50%
Fund Balance Appropriations	0	0	0	
All Other Revenues	1.0	1.0	1.6	63%
Totals	3.2	3.3	6.2	53%
Expenditures	2.7	2.6	6.2	42%



FY16 Revenue Forecast & Budget Planning Assumptions



FY16 Budget Assumptions

- **No increase** in property tax rate
- **Sales tax** will **increase slightly**
- **Powell Bill** funding remains **stable**
- **Franchise Tax** is still **increasing**
- **No increase** in **Stormwater** Fee
- **Passports** continue at a **conservative pace**
- **No increase** in **Residential Solid Waste Fee**
 - Annual subsidy from General Fund continues



FY16 Budget Assumptions

Fuel Pricing

- Unleaded at \$3.15 per gallon (FY16-\$3.15)
 - 3 year average \$2.3605
 - 3 year maximum \$3.66
- Diesel at \$3.45 per gallon (FY16-\$3.45)
 - 3 year average \$2.5981
 - 3 year maximum \$3.2875



FY16 Budget Assumptions

Unknowns:

- ✓ Vehicle Tax-\$125,000 per \$5
- ✓ Business Registration-about 2,400
- ✓ Health Insurance
- ✓ General Fund Nonprofit Contributions: \$50,000
- ✓ New Overtime Regulations



FY16 Health Care Outlook

Health Insurance Fund history

	Change	Ending
FY12	\$520,944	1,411,343
FY13	(\$111,207)	1,300,136
FY14	\$205,449	1,505,585
FY15	(\$434,288)	1,071,297

- Projected health care cost increase 14%
- AHCA payment in FY17 \$29,000
- Wellness Initiatives
- Voluntary Benefit Improvements

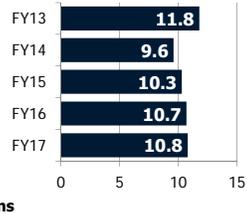


FY16 Revenue Forecast

Property Tax



Sales Tax



FY16 Capital Reserve

Council Initiatives

4¢ Established in 1998
 1¢ = \$ 348K FY16
 4¢ = \$1,392K FY16

Current Uncommitted Balance about \$1,349,900

- Northeast Creek Restrooms
- Northeast Creek Boardwalk
- Other Recreation Projects
- Sturgeon City
- Old Town Marina (match of State grant)



FY16 Council Initiatives Fund

Projects	Committed through	FY16 Amount
Jacksonville Landing	2018	\$242K
City Hall Renovation	2018	\$359K
Public Services & Fleet	2019	\$311K
Rails to Trails	2022	\$ 56K
Sturgeon City CEEC	2027	\$ 92K



FY16 Capital Improvement Plan Update

Deanna Trebil



FY16 CIP Update

20 Projects

- 1 Community Programs Projects
- 13 Public Services Projects
- 3 Recreation and Parks Projects
- 3 Transportation Projects



Sturgeon City Education Bldg

- 12,790 square foot building
- 450 theater style seating capacity
- Access to catering area
- Educational & civic components



Sturgeon City Education Bldg

- Design completed
- Resolving environmental concern
- Possible Land Use Restrictions



Sturgeon City Education Bldg

- Operational building and site work
- Project costs in Oct 2013 = \$4,390,236
 - Two Operable Walls at \$140,000 each
 - Rain Harvesting System \$92,000
- Increased FY16 CIP = \$4,837,000



Sturgeon City Education Bldg

Funding		Estimated Expenditures	
Bond	\$4,000,000	Construction	\$3,896,350
Golden Leaf	\$115,007	Construct Admin	\$108,781
Project Funding	\$4,115,007	Alternates	\$372,000
Eng Services	(\$270,518)	Contingency	\$190,000
	\$3,844,488		\$4,567,131



Sturgeon City Education Bldg

- Available funding = \$3,844,488
- Estimated project cost = \$4,567,131
- Potential shortfall = \$722,643
 - Bid structure
 - Alternate products now available



FY16 CIP Update Public Services Projects

	Planning	Design	Construction
FY15-16 Inflow & Infiltration	█	█	
Automated Step Screens	█	█	
Park & Stratford Infrastructure	Moved to 1 & 1		
Bell Fork Road Sewer	█	█	



FY16 CIP Update Public Services Projects

	Planning	Design	Construction
Biodredging of Sludge at LTS Aeration Lagoons	█	█	
Solids Dewatering Bed at LTS	█	█	
Parkwood Regional & Western Trunk Sewer	█	█	



FY16 CIP Update Public Services Projects

	Planning	Design	Construction
US17 North Water & Sewer Extensions	█	█	
MCBCL Emergency Water Interconnection	█	█	
Blue Creek School Rd Water Phase I	█		
Rehabilitate Black Creek Wells (Well 1 & 5)	█		



FY16 CIP Update Public Services Projects

	Planning	Design	Construction
Doris/Gum Branch Intersection	█	█	
Williamsburg Plantation/Gum Branch Intersection	█	█	
FY16 Street Rehabilitation	█	█	



FY16 CIP Update Street Rehabilitation

Converse Dr	Plaza Dr	Heiress Wynd	Pinecrest Dr
East Ct	West Ct	Pelletier Pl	Sioux Ct
Kerr St	Spargo St	Covington St	Cando Pl
Chatham Ct	Quality Ln	Royce Ave	Deborah Pl
Spargo	Wantland	Hyatt Cir	Biltmore
Haddock Ct	Wilson Ct	Park Ln	McDaniel Dr
Pine Cone Ln	N Pine Cone Ln		Crescency



FY16 CIP Update Recreation and Parks

	Planning	Design	Construction
Lejeune Trail & Greenway	█	█	
Welcome Center at Jacksonville Landing	█	█	
Jack Amyette Splash Pad	█	█	



FY16 CIP Update Transportation

	Planning	Design	Construction
Commons Park & Ride	█		
Multimodal Transportation Center	█		
Plantation/New Frontier Way	█		



FY16 CIP Update

20 Projects

- 5 Planning Phase
- 8 Design Phase
- 7 Construction Phase



Commercial Garbage Update

Wally Hansen & Kerry Terrell



Commercial Collection History

- July 1, 2014 City began service
- Enterprise Fund
- Self-Funded
- Fee and Service Level



Commercial Collection Staffing

- 4 Drivers
- 1 Lead Operator
- Heavy Truck Mechanic



Commercial Collection Equipment

- 5 front-loader trucks
- 1 container truck
- 60 recycling dumpsters



Commercial Collection Challenges

- Route Development
- Vehicle Maintenance
- Fuel
- Overtime
- Tires
- Wrecked Vehicle



Solid Waste Fund

Commercial Collections

Six Months ending December 31 (unaudited)
In Millions

Revenues	FY15 YTD	FY16 YTD	Budget Amended FY16	%
Charges for Services	367,835	525,034	1,040,117	50%
All Other Revenues	8,346	0	0	84%
Totals	376,181	525,034	1,040,117	50%
Expenditures	589,734	413,908	1,040,117	40%



Commercial Collection FY 2016 Successes

- Driver Efficiencies
- Less Overtime
- Fewer Breakdowns
- Fuel Prices
- Tires



Dumpster Rentals

Commercial Collection Opportunities

- Improve Recycling Participation
- Dumpster Rentals
- Additional Equipment
- Increase Saturday Participation
- Evaluate Small Business Pick-up



3 Year Equipment Replacement Plan

Richard Woodruff



Equipment Replacement Plan

Purpose: To forecast major equipment purchases
To manage the scheduling of purchases
To avoid major budget spikes and valleys



Compensation Options

Richard Woodruff



Compensation Options

- Option 1:** Address compensation at end of budget consideration.
- Option 2:** Place ___% in the base budget
- Option 3:** Place CPI % in base budget
- Option 4:** Other



Budget Schedule



Schedule

Dec – Feb	Staff Budget Preparation
February 2	Budget Introduction
February/March	CIP Draft
March	Management Finalizes Budget
April – June	Budget Workshops
May	Budget Public Hearing
May or June	Adopt FY17 Budget