



Memorandum

Date: May 1, 2015
To: Budget Committee Members
From: Twylla Miller, Budget & Analysis Manager (AIC)
Subject: May 5th Meeting Materials

Attached are the following materials for your next meeting:

- Agenda for May 5, 2015 Budget Committee meeting
- Minutes from the February 11, 2015 meeting
- Minutes from the April 29, 2015 meeting

Hard copies of these items will be provided to Budget Committee members at the meeting. These materials will also be available online at <http://www.eugene-or.gov/index.aspx?NID=2517>.

Staff is currently working on information requests from the April 29, 2015 meeting and we anticipate distributing that information on Monday, May 4th.

Please note that prior to the Budget Committee meeting at 5:30 p.m. there will be a City Council meeting in the Bascom-Tykeson Room beginning at 5:00 p.m. to discuss the donation of city funds to Kathmandu recovery efforts. Dinner will be available beginning at 4:45 p.m. and for citizen members there will be a table set in the hall area off of the kitchen should you wish to dine before the Budget Committee meeting begins.

We look forward to seeing you on Tuesday. If you have questions about the packet or the meeting, know that you will not be attending the meeting, or need other help, please call me at (541) 682-8417.



**Eugene Central Services
Finance**

EUGENE BUDGET COMMITTEE

Tuesday, May 5, 2015

5:30 p.m. – 7:30 p.m.

Downtown Library, Bascom-Tykeson Room

100 West 10th Avenue

- 5:30 p.m. I. Public Hearing on FY16 Proposed Budget
- 6:15 p.m. II. Minutes Approval
 Laura Illig, Chair
- 6:20 p.m. III. Committee Deliberation on FY16 Proposed Budget
 Laura Illig, Chair
- 7:30 p.m. IV. Adjourn

Next Meeting:

Tuesday, May 12, 2015, 5:30 p.m.

Bascom-Tykeson Room, Eugene Public Library, 100 W. 10th Ave.

The City of Eugene is committed to access for all participants. All events are held in wheelchair accessible rooms. For individuals who are hearing impaired, an interpreter, note taker or FM assistive listening system (if available) can be provided with three business days' notice prior to the event. Materials can be made available in alternate formats if requested in advance and are available on the City's website at www.eugene-or.gov/budget. To arrange for services or for more information about the session, please contact the Finance Division at (541) 682-5022.

MINUTES

**Eugene Budget Committee
Bascom-Tykeson Room, 100 West 10th Avenue
Eugene, Oregon 97401**

**February 11, 2015
5:30 p.m.**

Committee Members Present: City Council Members George Brown, Greg Evans, George Poling, Chris Pryor, Betty Taylor, Alan Zelenka; Budget Committee Citizen Members Laura Illig (Chair), Ken Beeson (Vice-Chair), Bob Clarke, Chelsea Clinton, Jill Fetherstonhaugh, Will Shaver, Joshua Skov, Marty Wilde

Committee Members Absent: City Council Members Mike Clark, Claire Syrett

CALL TO ORDER

Chair Illig called the meeting to order at 5:30 p.m.

Councilor Brown arrived at 5:32 p.m.

I. BUDGET COMMITTEE CHAIR AND VICE CHAIR ELECTION

Chair Illig asked the Committee for Budget Committee Chair nominations.

MOTION: Mr. Wilde, seconded by Mr. Beeson, moved to re-elect Chair Illig as Budget Committee Chair.

MOTION: Councilor Poling, seconded by Councilor Evans, moved to elect Mr. Beeson as Budget Committee Chair.

Mr. Beeson and Chair Illig briefly spoke as to why they would be successful as chair-person.

VOTE: The vote was called for the motion nominating Mr. Beeson as chair. FAILED 1:13, Councilor Poling in favor.

VOTE: The vote was called for the motion calling for the re-election of Chair Illig. PASSED 13:1, Councilor Poling opposed.

Chair Illig asked the Committee for Budget Committee Vice-Chair nominations.

Ms. Clinton, Mr. Beeson and Mr. Skov expressed interest. After Ms. Clinton and Mr. Beeson spoke to their interest in the vice-chair position, Mr. Skov asked to be removed from further consideration.

MOTION AND VOTE: Mr. Wilde, seconded by Ms. Fetherstonhaugh, moved to elect Ms. Clinton as Budget Committee Vice-Chair. MOTION FAILED.

MOTION AND VOTE: Mr. Clarke, seconded by Councilor Evans, moved to elect Mr. Beeson as Budget Committee Vice-Chair. MOTION PASSED.

II. MINUTES APPROVAL

The Budget Committee received past meeting minutes for review and approval. The minutes pending approval were for the following meetings: November 12, 2013; November 25, 2013; December 3, 2013; December 9, 2013; January 21, 2014; January 28, 2014; February 26, 2014; March 5, 2014; April 29, 2014, and May 1, 2014.

MOTION AND VOTE: Councilor Pryor, seconded by Councilor Poling, moved to approve the minutes as described above. PASSED 14:0.

III. PUBLIC COMMENT

1. *Alexis Biddle* – attends the University of Oregon and a daily biker. Encouraged the Committee to prioritize funding for the 13th Avenue protected bike lane project.
2. *Janice Howard* – volunteer dog walker at the First Avenue Shelter. Expressed concern about the current shelter, and urged the Committee to build a new public animal shelter.
3. *Misha English* – volunteers at First Avenue Shelter for nearly 3 years. Spoke of inadequacies of the shelter due to space and heating concerns, and encouraged the Committee to fund a new animal shelter.

IV. FY16 BUDGET OUTLOOK

City Manager Jon Ruiz provided the Committee with an update on the FY16 budget outlook. There is not a budget gap for FY16. Beginning in 2008, there was a million dollar budget gap, and a policy decision by City Council to absorb the Library Levy, approximately five million dollars, into the general fund. The recession began, the Eugene economy flattened, and Hynix closed. The City eliminated thirty million dollars in ongoing expenses that aided in achieving a stable budget. The City's goal is to have a reserve balance of 8%. In FY16, the forecast period showed revenues exceed expenditures, and the City could achieve a 3-4% savings rate, while adding back the Sheldon Branch Library as an ongoing expense.

V. STAFF PRESENTATION ON THE DRAFT FY16-21 CIP

Twylla Miller (Finance), Mark Schoening (Public Works), and Jeff Perry (Facilities) provided an overview of the draft Capital Improvement Program (CIP) for FY16-21. The City prepares a draft CIP biannually. The draft CIP includes projects that will be funded in FY16-21, and includes unfunded projects during this period. The Budget Committee and Council will review, and potentially modify, the CIP, which will become the Capital budget that will come before the Committee later this spring.

The Committee also received a draft list of Multi-Year Financial Plan (MYFP) projects. The MYFYP is developed biannually and includes a comprehensive inventory of unfunded opportunities and challenges. The MYFP includes unfunded costs for capital, ongoing operational, and maintenance projects. There is overlap between the CIP and MYFP. The MYFP includes some placeholder projects with the cost of \$1 noted. They are included in the MYFP because they are a known future need. The complete MYFP with detailed project pages will be made available to the Budget Committee later this spring.

Public testimony and adoption of the CIP and MYFP will occur at City Council on March 9, 2015.

The committee adjourned for a break at 7:04 p.m. and reconvened at 7:11 p.m.

MOTION AND VOTE: Mr. Clarke, seconded by Councilor Poling, moves to approve the CIP as presented by City staff. PASSED 12:0 (Councilors Evans and Pryor were absent for the vote).

VI. NEXT STEPS

Chair Illig informed the Committee that a memo from Finance staff would be passed out with upcoming Budget Committee Meeting dates for the FY16 Proposed Budget. The dates are currently scheduled as follows:

- City Manager's Presentation of the FY16 Proposed Budget
Wednesday, April 29, 2015, 6 p.m., Bascom/Tykeson Room, Downtown Library
- Budget Committee Deliberations
Tuesday, May 5, 2015, 5:30 p.m., Bascom/Tykeson Room, Downtown Library
- Budget Committee Deliberations
Tuesday, May 12, 2015, 5:30 p.m., Bascom/Tykeson Room, Downtown Library

ADJOURN

The meeting adjourned at 7:14 p.m.

Respectfully submitted,

Jessica Mumme
Program Coordinator, Finance Division

MINUTES

**Eugene Budget Committee
Bascom-Tykeson Room, 100 West 10th Avenue
Eugene, Oregon 97401**

**April 29, 2015
6:00 p.m.**

Committee Members Present: City Council Members George Brown, Mike Clark, George Poling, Chris Pryor, Claire Syrett (*via conference phone*), Betty Taylor; Budget Committee Citizen Members Laura Illig (Chair), Ken Beeson (Vice-Chair), Bob Clarke, Chelsea Clinton, Jill Fetherstonhaugh, Will Shaver (*via conference phone*), Joshua Skov, Marty Wilde

Committee Members Absent: City Council Members Greg Evans, Alan Zelenka

CALL TO ORDER

Chair Illig called the meeting to order at 6:00 p.m. Chair Illig informed the Budget Committee there will be opportunities for public comment at both upcoming Budget Committee meetings scheduled for May 5 and May 12, 2015. Action on the Proposed FY16 Budget will now occur at the Budget Committee meeting on May 12 instead of the May 5 meeting.

I. CITY MANAGER'S FY16 PROPOSED BUDGET

City Manager Jon Ruiz presented the FY16 Proposed Budget. Twylla Miller, Budget & Analysis Manager (AIC) presented materials on the General Fund revenue and expenditure trends. The FY16 Proposed Budget stabilizes the City of Eugene's finances and provides funding for Council priorities as the City continues to look for efficiencies going forward.

II. DISCUSSION

Members of the Budget Committee provided initial thoughts on the FY16 Proposed Budget.

Citizen Member Wilde requested information on Neighborhood Services and restoring funds for neighborhood outreach efforts and publications, such as newsletters.

Citizen Member Clinton requested information surrounding the rules regarding how many mailings each Neighborhood is required to send out.

Citizen Member Fetherstonhaugh asked the City Manager if a discussion with Parks and Open Space staff has occurred about the feasibility of creating a public/private partnership in the City parks. Such partnerships could include corporate or individual sponsors for park amenities to assist with the parks maintenance backlog.

Chair Illig instructed the Committee members to send any motions they would like to add to the queue for the next meeting to Finance staff. The next two meetings on the Budget Committee's calendar are:

- Public Testimony and Deliberation on the FY16 Proposed Budget
Tuesday, May 5, 2015, 5:30 p.m., Bascom-Tykeson Room, Downtown Library

- Public Testimony, Deliberation and Action on the FY16 Proposed Budget
Tuesday, May 12, 2015, 5:30 p.m., Bascom-Tykeson Room, Downtown Library

ADJOURN

The meeting adjourned at 7:22 p.m.

Respectfully submitted,

Jessica Mumme
Program Coordinator, Finance Division