

Budget and Fiscal Affairs Advisory Committee (BFAAC) Minutes
City Hall, OMB Conference Room, Suite #3400
September 18, 2017

Present: David Baker, Martin Frost, Benjamin Klein, H. Skip Maginniss, Jesse O’Connell, Robert Shea, Kathy Stenzel, Joe Valenti
Absent (excused): Margaret Gullen, Leonard Rubenstein, Clarence Tong, Michael Wenk
OMB Staff Members: Morgan Routt, Lisa Henty, Arthur Wicks
Other City Staff: Jesse Maines (T&ES), Danilo Nunez (T&ES)

1. **Stormwater Utility Presentation.** Jesse Maines and Danilo Nunez (T&ES) provided an update on the on-going implementation of the City’s Stormwater Utility. The presentation provided an update on the adopted SWU framework and focused on the draft Non-Residential Credit Policy that will be presented to City Council later this fall. The credit policy gives property owners the opportunities to reduce their Stormwater utility bill through activities/property improvements that improve the property’s Stormwater management.

Discussion/Questions: Mr. Maginniss inquired about how newer properties that are designed to the latest stormwater design standards would be able to benefit from the credit policy. Mr. Maines responded that these non-residential properties could still pursue credits for stormwater Best Management Practices (BMPs), Detention, and volunteer activities. Mr. Maginnis also inquired about the previous half-cent designation for Stormwater and if there were planned fee increases for the Stormwater Utility. Mr. Maines responded that the half-cent designation will be released to the general fund for the second half of this fiscal year and that cost of service forecast has been conducted for the City’s mandated Stormwater management activities. To meet this forecasted cost of service, there are planned increases to the Stormwater utility fee over the next ten years. Mr. Klein inquired about the expected participation rate for these credit opportunities. Mr. Maines responded that neighboring jurisdictions have experienced approximately 2%-5% participation rates for offered Stormwater credit opportunities. Mr. Valenti inquired about the cost of inspection that would be required to certify the installation of BMPs. Mr. Maines responded that this type of inspection could cost between \$300 and \$500. Mr. Klein asked is the City is committed to eventually extended credit opportunities to residential properties. Mr. Maines responded that the City is committee to extending credit opportunities to residential properties. Ms. Stenzel inquired if school properties will be charged the Stormwater utility fee. Mr. Maines responded that City-owned properties do not pay the fee since that would be essentially charging ourselves and just be an administrative process that costs money.

2. **Call to Order.** A quorum being present, the meeting was called to order at 7:45 pm by Acting Chair Benjamin Klein.

3. **Election of Officers.** After discussion, committee members reached a consensus that the election of officers should be delayed until the October 2017 BFAAC meeting. A motion to defer was offered by David Baker, and seconded by Joe Valenti. The motion passed unanimously.

4. **Joint BFAAC/BAC Meeting and Memo.** Kathy Stenzel provided an overview of the joint BFAAC and BAC meeting held on August 2, 2017. The joint meeting included discussions of the ACPS and City budget development processes, City's budget guidance (both Council Guidance and technical guidance from OMB), common criteria for the evaluation of School and City capital projects, opportunities for shared resources for facility maintenance and operations, and a joint recommendation from BFAAC and BAC that the Ad-Hoc Joint City and Schools Facilities Investment Task Force be reconvened in one year to evaluate progress.

Discussion/Questions: Committee members discussed the joint meeting and a memo to City Council and the School Board drafted by Ms. Stenzel. Committee members agreed that the content of memo was appropriate and that this memo should be shared with City Council and the School Board. A motion to approve the content of the memo was offered by Robert Shea, and seconded by David Baker. The motion passed unanimously.

5. **OMB Report**

a. **FY 2019 Budget Development.** Morgan Routh provided an update on current work in the City's budget office, including the on-going Ad-Hoc Joint City and Schools Facilities Investment Task Force, the kick-off of the FY 2019 budget development cycle, City Council Retreat, and the two-year CIP development cycle.

Discussion/Questions: Mr. Klein asked if BFAAC is on the agenda for the City Council Retreat. Mr. Routh responded that the agenda is still being developed, and that BFAAC can be included on the draft agenda.

6. **Other Business**

a. **FY 2019 Work Plan.** Benjamin Klein led a discussion of the committee's FY 2019 Work Plan and the deliverables that should be the focus of the committee's work now through the end of May 2018.

Discussion/Questions: Committee members discussed a variety of topics that should be included on the FY 2019 Workplan, along with status of on-going projects and new items that should be added. The following items were discussed for potential inclusion on the work plan:

- Guidance Memo
- Revenue Master Plan
- Comments on Initial Task Force Recommendations
- Comments on the Economic Sustainability Report
- Affordable Housing
- Impacts of State and Federal Funding Challenges

Mr. Klein volunteered to draft a memo of the committee's FY 2019 Work Plan which would outline the planned deliverables and when the committee expected

to submit these to City Council. Mr. Klein will bring a draft memo to the committee's October meeting for review and discussion.

- b. **FY 2019 Meeting Calendar.** The committee reviewed a draft calendar of meeting dates for the FY 2019 budget development cycle (now through May 2017), based on the committee's traditional schedule of the third Tuesday of each month. Committee members noted several potential conflicts with both personal schedules and other City meetings. Mr. Klein offered to poll committee members to determine the most appropriate meeting dates for each month.
7. **Adjourn.** Having no further business, the meeting was adjourned at 8:30 pm. A motion to adjourn was offered by David Baker, and seconded by H. Skip Maginniss. The motion passed unanimously.