

City and Borough of Juneau
Assembly Finance Committee Meeting
Wednesday, April 2, 2014, 5:30 p.m.
Assembly Chambers

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes**
March 19, 2014 (p. 2)
- IV. Distribution of FY15 and FY16 Biennial Budget Documents (materials will be presented at the meeting)**
 - A. FY15 & FY16 Proposed Budget Book (separate document)
 - B. Capital Improvements Program (separate document)
- V. FY15 & FY16 Budget Overview (materials will be presented at the meeting)**
 - A. Executive Summaries (pp. 3 – 6)
 - B. General Government Fiscal Year Comparison by Function (p. 7)
 - C. General Government Department Expenditures Fiscal Year Comparisons (p. 8)
 - D. Budget Balancing Proposal (p. 9)
 - E. General Government Fund Balance Usage (p. 10)
 - F. Mill Rate Graph (p. 11)
- VI. Department Service/Program Reductions (materials will be presented at the meeting)**
 - A. Department Reduction Summary (p. 12)
 - B. Department Reduction Detail (pp. 13 – 16)
- VII. Information Items**
AFC Meeting Schedule (pp. 17 - 18)
- VIII. Adjournment**

DRAFT

MINUTES - ASSEMBLY FINANCE COMMITTEE

March 19, 2014

Assembly Chambers

I. Call to Order

The meeting was called to order at 5:30 p.m. by Karen Crane, Chair.

II. Roll Call

Committee Members Present: Karen Crane; Merrill Sanford; Mary Becker; Randy Wanamaker; Kate Troll; Jesse Kiehl; Carlton Smith; Jerry Nankervis; Loren Jones

Committee Members Absent: none

III. Approval of Minutes

February 12, 2014 minutes approved without objection.

IV. Department Overview

A. Bob Bartholomew, Finances Director, presented an overview of the Finance Department functions.

B. Bryce Johnson, Police Chief, presented an overview of the Police Department operations.

V. Ordinance 2014-13 Purchasing Code – Disposal of Surplus

Mr. Bartholomew presented information on proposed changes to the purchasing code related to the disposal of surplus items.

Staff was directed to proceed with the proposed changes and to bring the final documents before the COW once completed.

VI. Budget Update – FY15 & 16 Proposed

Mr. Bartholomew presented an update on the projected shortfall for the FY15 & FY16 budgets.

Ms. Kiefer presented options for balancing the budgets. These options include a combination of expenditure reductions, departmental revenue increases, a mill rate increase, additional sales tax use and additional fund balance usage.

Ms. Kiefer was instructed to consider all options to prepare the FY15 & FY16 proposed budgets that will be delivered to the Assembly on April 2, 2014.

VII. Information Items

Marine Passenger Fee Recommendation Memo – The AFC will have the opportunity to discuss the recommendations at the April 9, 2014 AFC meeting.

VIII. Adjournment

The meeting adjourned at 7:30

City and Borough of Juneau
Executive Budget Summary - April 2, 2014
Summary of Funding Sources and Expenditures
FY14 Amended Compared to FY15 Proposed Budgets

	FY14 Amended	FY15 Proposed	Positive/ (Negative) \$ Change	Positive/ (Negative) % Change
Funding Sources:				
State Support <i>(Note 1)</i>	\$ 79,863,700	82,893,200	3,029,500	3.8
Federal Support <i>(Note 2)</i>	5,550,100	6,557,100	1,007,000	18.1
Taxes <i>(Note 3)</i>	93,613,200	95,254,800	1,641,600	1.8
Charges for Services <i>(Note 4)</i>	120,953,900	116,242,600	(4,711,300)	(3.9)
Licenses, Permits, Fees <i>(Note 5)</i>	13,883,700	12,354,800	(1,528,900)	(11.0)
Sales	578,200	390,700	(187,500)	(32.4)
Rentals & Leases	4,274,700	4,360,400	85,700	2.0
Fines and Forfeitures <i>(Note 6)</i>	446,100	349,200	(96,900)	(21.7)
Investment & Interest Income <i>(Note 7)</i>	3,238,000	2,675,500	(562,500)	(17.4)
Special Assessments (LIDS)	140,900	120,500	(20,400)	(14.5)
Other Miscellaneous Revenue	1,850,600	2,041,100	190,500	10.3
Total Revenues	324,393,100	323,239,900	(1,153,200)	(0.4)
Fund Balance Usage (Contribution)	(1,856,700)	(1,853,700)	3,000	(0.002)
Total Funding Sources	\$ 322,536,400	321,386,200	(1,150,200)	(0.4)
Expenditures:				
General Government, City <i>(Note 8)</i>	\$ 65,125,300	65,444,500	(319,200)	(0.5)
General Government, School District <i>(Note 9)</i>	93,388,700	95,469,200	(2,080,500)	(2.2)
Non-Board Enterprise <i>(Note 10)</i>	14,845,300	17,001,100	(2,155,800)	(14.5)
Board Controlled <i>(Note 11)</i>	100,362,800	96,927,800	3,435,000	3.4
Internal Service Funds <i>(Note 12)</i>	2,849,300	1,395,600	1,453,700	51.0
Debt Service <i>(Note 13)</i>	22,946,500	25,019,700	(2,073,200)	(9.0)
Capital Projects <i>(Note 14)</i>	22,141,000	19,346,300	2,794,700	12.6
Special Assessments	377,500	282,000	95,500	25.3
Special Appropriations	500,000	500,000	-	-
Total Expenditures	\$ 322,536,400	321,386,200	1,150,200	0.4

City and Borough of Juneau
Executive Budget Summary - April 2, 2014
Summary of Funding Sources and Expenditures
FY15 Proposed Compared to FY16 Proposed Budgets

	FY15 Proposed	FY16 Proposed	Positive/ (Negative) \$ Change	Positive/ (Negative) % Change
Funding Sources:				
State Support <i>(Note 1)</i>	82,893,200	81,824,300	(1,068,900)	(1.3)
Federal Support <i>(Note 2)</i>	6,557,100	4,816,700	(1,740,400)	(26.5)
Taxes <i>(Note 3)</i>	95,254,800	96,024,100	769,300	0.8
Charges for Services <i>(Note 4)</i>	116,242,600	112,951,400	(3,291,200)	(2.8)
Licenses, Permits, Fees <i>(Note 5)</i>	12,354,800	12,448,900	94,100	0.8
Sales	390,700	401,300	10,600	2.7
Rentals & Leases	4,360,400	4,416,800	56,400	1.3
Fines and Forfeitures <i>(Note 6)</i>	349,200	362,000	12,800	3.7
Investment & Interest Income <i>(Note 7)</i>	2,675,500	3,008,000	332,500	12.4
Special Assessments (LIDS)	120,500	89,100	(31,400)	(26.1)
Other Miscellaneous Revenue	2,041,100	2,041,700	600	0.03
Total Revenues	323,239,900	318,384,300	(4,855,600)	
Fund Balance Usage (Contribution)	(1,853,700)	(1,455,300)	398,400	(0.2)
Total Funding Sources	321,386,200	316,929,000	(4,457,200)	(1.4)
Expenditures:				
General Government, City <i>(Note 8)</i>	65,444,500	64,927,800	516,700	(0.8)
General Government, School District <i>(Note 9)</i>	95,469,200	95,508,200	(39,000)	0.0
Non-Board Enterprise <i>(Note 10)</i>	17,001,100	17,290,400	(289,300)	1.7
Board Controlled <i>(Note 11)</i>	96,927,800	93,055,200	3,872,600	(4.0)
Internal Service Funds <i>(Note 12)</i>	1,395,600	2,509,300	(1,113,700)	79.8
Debt Service <i>(Note 13)</i>	25,019,700	22,297,000	2,722,700	(10.9)
Capital Projects <i>(Note 13)</i>	19,346,300	20,551,300	(1,205,000)	6.2
Special Assessments	282,000	289,800	(7,800)	2.8
Special Appropriations	500,000	500,000	-	-
Total Expenditures	321,386,200	316,929,000	4,457,200	(1.4)

EXECUTIVE SUMMARY

Funding Source - Footnotes

1. State Support – The FY15 Proposed Budget has an increase of \$3,029,500 in State Support with the most significant change being a \$4.8M increase in the State’s contribution to the Juneau School District’s retirement programs (PERS and TRS). This is partially offset by a \$1.8M decrease in State Support to Education. The \$1M decrease between FY15 and FY16 is due to a decrease in the State School Construction Debt Reimbursement.
2. Federal Support – The increase in the FY15 Proposed Budget is due to a one year extension of the Federal Payment in Lieu Taxes program, which is partially offset by the elimination of the Secure Rural Schools/Roads program. The FY16 decrease reflects the loss of the Federal PILT.
3. Tax Revenues – The increase between FY14 and FY15 is due to an increase in the operational mill levy of 0.44 and a 0.10 increase in the debt mill levy. This is partially offset by an anticipated decrease of \$1M in sales tax revenues. The increase between FY15 and FY16 is due to a projected 1% increase in assessed values (but no additional increase in the mill levy) and a very slight increase (< 1%) in sales tax revenues
4. Charges for Services – The decrease between FY14 and FY15 is due to a change in how Bartlett Regional Hospital (BRH) accounts for bad debt. In FY14 and prior, this was treated as an expenditure but beginning in FY15, bad debt will be offset against revenues. The additional decrease in FY16 is due the ending of the Medicare Rural Hospital Demonstration Project at BRH. This project provides approximately \$3.7M to BRH.
5. Licenses, Permits and Fees – The decrease between FY14 and FY15 is largely due a decrease in grant funding and the closing of an agency fund that was no longer needed in the School District – Other Special Revenue fund.
6. Fines and Forfeitures – The decrease between FY14 and FY15 is primarily the result of fewer parking citations due to the failure of an automated parking management system.
7. Investment and Interest Income – The decrease between FY14 and FY15 is due to prior year budget set to high based on current market interest rates, which remain at historic lows. Based on Federal Reserve guidance FY16 income estimates are raised slightly, though the total investment return remains very volatile with large amounts of income potentially lost due to temporary market value adjustments.

Expenditures – Footnotes

8. General Government, City – The \$300,000 increase between the FY14 and FY15 budgets is the net result of \$1.2 million wage & benefits and \$600,000 of commodities expenditure increases offset by \$1.5 million of unallocated reductions. The \$500,000 increase in FY16 is the result \$2.1 million of wage & benefit costs, offset by cost decrease in commodities and services and unallocated reductions.
9. School District - School District - The increase between FY14 and FY15 is primarily driven by the additional funding received from the State for their School District’s retirement programs. This is partially offset by a decrease in State Foundation Funding due to decreasing student enrollment. The decrease between FY15 and FY16 is not significant. Final costs cannot be determined until the state legislature passes the education funding budget later in April.
10. Non-Board Enterprise – The non-board controlled enterprise operations are the Water and Wastewater Utilities and the Waste Management function, which includes recycling and hazardous waste disposal. The increase between FY14 and FY15 is primarily due to increases associated with the Wastewater Utility’s need for consulting, engineering and electrical work to maintain and improve the aging wastewater treatment plants.
11. Board Controlled – The decrease between FY14 and FY15 is directly related to reductions in the expenditure budget for Bartlett Regional Hospital. The reduction continues in FY16.

EXECUTIVE SUMMARY

12. Internal Service Funds - These are internal City operations that are fully self-funded. It includes Risk Management (Insurance) and Fleet operations (both maintenance and replacement). The changes between the FY14, FY15 and FY16 Budgets are a combination of fluctuations in major equipment purchases through the Equipment Replacement Fund and significant fluctuations in health care costs.
13. Debt Service – The increase between FY14 and FY15 is primarily due to the expected issuance of \$22 million in general obligation bonds in FY15 (originally approved by voters in 2012). The decrease between FY15 and FY16 is due to the final payment on a series of School bonds being made in FY15.
14. Capital Projects - The capital projects differences between FY14, FY15 and FY16 are the result of changes in funding from sales tax, Water and Wastewater Utilities, and port fee and marine passenger fee funded projects

City and Borough of Juneau

General Government (Including Support to Schol District) Fiscal Year Comparison

Revenues and Expenditures (unaudited) - April 2, 2014

	FY14 Amended	FY15 Proposed	Positive (Negative) Change	FY15 Proposed	FY16 Proposed	Positive (Negative) Change
Expenditures:						
Personnel Services	\$43,557,000	\$44,856,000	(\$1,299,000)	\$44,856,000	\$47,059,000	(\$2,203,000)
Commodities/Services	23,532,000	23,449,000	83,000	23,449,000	22,108,000	1,341,000
Support to School District	24,904,000	25,096,000	(192,000)	25,096,000	25,388,000	(292,000)
Support to Other Funds	1,102,000	1,095,000	7,000	1,095,000	1,095,000	0
Interdepartmental Charge	(4,850,000)	(4,786,000)	(64,000)	(4,786,000)	(4,820,000)	34,000
Total Operating Expenditures	88,245,000	89,710,000	(1,145,000)	89,710,000	90,830,000	(1,120,000)
Total Capital Expenditures	87,000	144,000	(57,000)	144,000	102,000	42,000
Total Operating and Capital Expenditures	88,332,000	89,854,000	(1,202,000)	89,854,000	90,932,000	(1,078,000)
Total Revenue and Transfers In	(85,292,000)	(83,939,000)	(1,353,000)	(83,939,000)	(81,686,000)	(2,253,000)
Budget (Surplus) Deficit	\$3,040,000	\$5,915,000	\$2,875,000	\$5,915,000	\$9,246,000	\$3,331,000
Scenario to Balance the Budget:						
Fund Balance Usage				\$2,300,000	\$2,100,000	
Service and/or Program Reductions				1,500,000	2,100,000	
Property Tax Revenue Increases				1,900,000	1,900,000	
Department Fee/Rate Increases				300,000	500,000	
CIP Sales Tax Used for Operations					1,000,000	
Budget Reserve Usage				(85,000)	1,650,000	
Rounding				\$0	(4,000)	
Balanced Budget				\$0	\$0	

City and Borough of Juneau

Total Expenditures - Department Operations - April 2, 2014

Departments	FY14 Amended	FY15			FY16			FY17		
		Proposed	Positive (Negative) Change	% Change	Proposed	Positive (Negative) Change	% Change	Proposed	Positive (Negative) Change	% Change
Mayor & Assembly	\$5,820,500	\$5,268,900	\$551,600	9.5%	\$5,268,900	\$1,420,400	27.0%	\$3,848,500	\$1,420,400	27.0%
Law	2,037,500	2,119,600	(82,100)	(4.0%)	2,119,600	(36,200)	(1.7%)	2,155,800	(36,200)	(1.7%)
Manager	1,667,000	1,529,900	137,100	8.2%	1,529,900	(41,000)	(2.7%)	1,570,900	(41,000)	(2.7%)
Clerk	540,000	557,700	(17,700)	(3.3%)	557,700	(17,200)	(3.1%)	574,900	(17,200)	(3.1%)
Managment Information Systems	2,239,100	2,438,400	(199,300)	(8.9%)	2,438,400	(31,200)	(1.3%)	2,469,600	(31,200)	(1.3%)
Human Resources	570,800	579,000	(8,200)	(1.4%)	579,000	(25,500)	(4.4%)	604,500	(25,500)	(4.4%)
Libraries	2,374,400	2,899,000	(524,600)	(22.1%)	2,899,000	(44,200)	(1.5%)	2,943,200	(44,200)	(1.5%)
Finance	5,309,100	5,499,700	(190,600)	(3.6%)	5,499,700	(221,000)	(4.0%)	5,720,700	(221,000)	(4.0%)
Community Development	2,844,300	2,996,600	(152,300)	(5.4%)	2,996,600	(104,700)	(3.5%)	3,101,300	(104,700)	(3.5%)
Capital City Fire/Rescue	7,685,700	7,936,800	(251,100)	(3.3%)	7,936,800	(291,400)	(3.7%)	8,228,200	(291,400)	(3.7%)
General Engineering	463,800	444,500	19,300	4.2%	444,500	(24,100)	(5.4%)	468,600	(24,100)	(5.4%)
Building Maintenance	2,450,500	2,469,700	(19,200)	(0.8%)	2,469,700	(123,800)	(5.0%)	2,593,500	(123,800)	(5.0%)
Parks and Landscape	1,831,800	1,968,300	(136,500)	(7.5%)	1,968,300	(48,800)	(2.5%)	2,017,100	(48,800)	(2.5%)
Parks and Recreation	5,586,700	5,219,400	367,300	6.6%	5,219,400	(155,500)	(3.0%)	5,374,900	(155,500)	(3.0%)
Police	13,703,400	14,024,500	(321,100)	(2.3%)	14,024,500	(701,000)	(5.0%)	14,725,500	(701,000)	(5.0%)
Streets	5,306,500	5,489,500	(183,000)	(3.4%)	5,489,500	(125,600)	(2.3%)	5,615,100	(125,600)	(2.3%)
Capital Transit	6,735,600	6,888,700	(153,100)	(2.3%)	6,888,700	(249,500)	(3.6%)	7,138,200	(249,500)	(3.6%)
Sub-Total Expenditure Budget	67,166,700	68,330,200	(1,163,500)	(1.7%)	68,330,200	(820,300)	(1.2%)	69,150,500	(820,300)	(1.2%)
Unallocated reductions	-	(1,300,000)	1,300,000		(1,300,000)	300,000		(1,600,000)	300,000	
Total Expenditure Budget	\$67,166,700	\$67,030,200	\$136,500	0.2%	\$67,030,200	(\$520,300)	(0.8%)	\$67,550,500	(\$520,300)	(0.8%)

City and Borough of Juneau
CBJ FY15 & 16 Budget Funding Proposal
April 02, 2014

<u>Funding Options</u>	<u>FY15</u>	<u>FY16</u>	<u>2 Year Total</u>
1 Available Fund Balance Usage	\$ 2,300,000	\$2,100,000	\$4,400,000
2 Budget Reserve	-	1,650,000	1,650,000
3 Service/Program Reductions (FY15 amount counted again in FY16)	1,500,000	2,100,000	3,600,000
4 Property Tax Revenue Total	1,900,000	1,900,000	3,800,000
4a Fire Service Area raise rate 0.10 mill rate to cover portion of hydrant system maintenance	400,000	400,000	800,000
4b Areawide - 0.23 mill increase		-	-
4c Areawide - 0.34 mill increase	1,500,000	1,500,000	3,000,000
5 Department fee & rate increases	300,000	500,000	800,000
6 CIP Sales Tax used for operations	-	1,000,000	1,000,000
	<u>\$ 6,000,000</u>	<u>\$9,250,000</u>	<u>\$15,250,000</u>

Additional Options for Analysis

- a Reduce Tax Exemptions
- b Seasonal Sales Tax (+1%=6%)
- c Local Property Tax PILT Increases
- d Department Director Business Re-engineering

CBJ

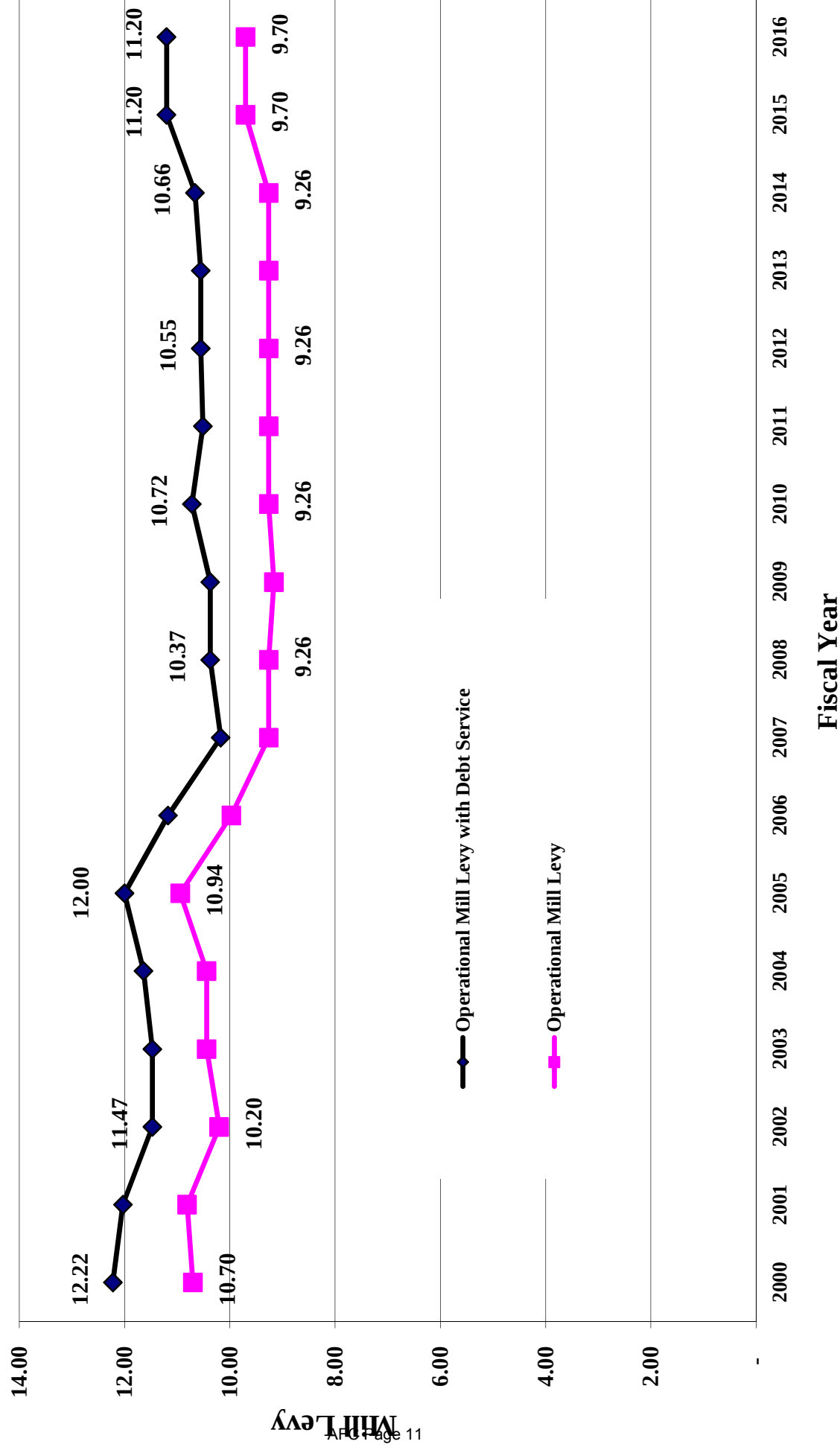
General Government Fund Balance Available

as of April 2, 2014

	General Govt Funds	Sales Tax Fund	Total
FY14 Projected Ending Fund Balance at 6/30/2014	\$ 5,700,000	2,400,000	\$ 8,100,000
Fund Balance Usage - FY15	(2,100,000)	(200,000)	(2,300,000)
Fund Balance Usage - FY16	<u>(2,000,000)</u>	<u>(100,000)</u>	<u>(2,100,000)</u>
Net Available	<u><u>\$ 1,600,000</u></u>	<u><u>2,100,000</u></u>	<u><u>\$ 3,700,000</u></u>

Mill Levy

FY00 through FY16



Manager's Recommended Budget Reductions FY15 & FY16

Description	FY15 Amount	FTE	FY16 Amount	FTE	Combined Value
Community Development	\$ 112,400	1.00	\$ 113,700	1.00	\$ 226,100
Library	80,100	0.98	80,100	0.98	160,200
Finance	127,900	1.00	131,600	1.00	259,500
Parks and Recreation	357,900	4.25	645,300	7.08	1,003,200
Public Works	200,000	1.00	200,000	1.00	400,000
Police	100,000		100,000		200,000
Law	23,000		19,900		42,900
Fire	20,000		20,000		40,000
Admin - Manager's Office	29,000		29,000		58,000
Admin - MIS	16,800		17,800		34,600
Admin - Clerks	10,000		15,000		25,000
Mayor and Assembly	87,800		89,800		177,600
JSD	200,000		500,000		700,000
Eaglecrest	37,500		37,500		75,000
Assembly Grants	99,400		99,400		198,800
Total Reductions	\$ 1,501,800	8.23	\$ 2,099,100	11.06	\$ 3,600,900

Manager's Recommended Budget Reductions

FY15 & FY16

<u>Description</u>	<u>FY15</u> <u>Amount</u>	<u>FTE</u>	<u>FY16</u> <u>Amount</u>	<u>FTE</u>	<u>Combined</u> <u>Value</u>	<u>Impacts</u>
Community Development	\$ 112,400	1.00	\$ 113,700	1.00	\$ 226,100	
Personnel Services	\$ 109,200	1.00	\$ 112,900			Eliminate Database Specialist position, shifting responsibilities to planning staff and to the MIS Division. Will increase time for processing permits and plan review, and decrease capacity for other IT work.
Commodities and Services	\$ 3,200		\$ 800			Eliminate training for Database Specialist position.
Library	\$ 80,100	0.98	\$ 80,100	0.98	\$ 160,200	
Personnel Services	\$ 80,100	0.98	\$ 80,100	0.98		Reduce hours at Douglas and Downtown Libraries. Reduce hours at the Juneau Douglas City Museum.
Finance	\$ 127,900	1.00	\$ 131,600	1.00	\$ 259,500	
Personnel Services	\$ 119,900	1.00	\$ 123,600			Eliminate Accountant II position. Treasury and Controllers will share an accountant. May lead to delays in responding to departments and during the peak periods such as audit and budget.
Commodities and Services	\$ 8,000		\$ 8,000			Outsource printing and reduce office supplies

Manager's Recommended Budget Reductions

FY15 & FY16

<u>Description</u>	<u>FY15</u> <u>Amount</u>	<u>FTE</u>	<u>FY16</u> <u>Amount</u>	<u>FTE</u>	<u>Combined</u> <u>Value</u>	<u>Impacts</u>
Parks and Recreation	\$ 357,900	4.25	\$ 645,300	7.08	\$ 1,003,200	
Personnel Services	\$ 343,800	4.25	\$ 632,500	7.08		FY15- Close Augustus Brown Pool November 3, allowing for the JDHS swim and dive program to complete their season and JDHS to adjust their PE offerings. A facility assessment is being completed with a final report due in July. The report will outline the major maintenance projects required for this facility, with cost estimates. Some staff is being moved to Dimond Aquatic Facility to reinstate Monday hours and allow for facility rentals. - Eliminate Maintenance Mechanics I position. Remaining mechanics will have to absorb the additional workload. - Eliminate a part-time Landscape position. Impact will be no landscaping in lower use areas and some CBJ facilities. - FY16 Mt. Jumbo Gym will be closed for public use. Impact to adult and youth programs currently renting the facility.
Commodities and Services	\$ 14,100		\$ 12,800			Eliminate travel and discontinue portable restrooms in remote and low use locations.

Manager's Recommended Budget Reductions FY15 & FY16

<u>Description</u>	<u>FY15</u> <u>Amount</u>	<u>FTE</u>	<u>FY16</u> <u>Amount</u>	<u>FTE</u>	<u>Combined</u> <u>Value</u>	<u>Impacts</u>
Public Works	\$ 200,000	1.00	\$ 200,000	1.00	\$ 400,000	
Personnel Services	200,000	1.00	200,000	1.00	400,000	Capital Transit: reduce frequency of bus service at non-peak times. Implement a modified version of 2014 Transit Development Plan. Decrease convenience for transit users and potential users.
Police	\$ 100,000		\$ 100,000		\$ 200,000	
Commodities and Services	100,000		100,000			Reduce overtime for specialty training because teams are not currently fully staffed.
Law	23,000		19,900		42,900	
Commodities and Services	23,000		19,900			Eliminate travel and salaries for Legal Interns, reduce travel, dues, and subscriptions
Fire	\$ 20,000		\$ 20,000		\$ 40,000	
Commodities and Services	\$ 20,000		\$ 20,000			Reduction in equipment and materials and commodities
Admin - Manager's Office	\$ 29,000		\$ 29,000		\$ 58,000	
Commodities and Services	\$ 29,000		\$ 29,000			Eliminate bear awareness advertising and school education program

Manager's Recommended Budget Reductions FY15 & FY16

<u>Description</u>	<u>FY15</u> <u>Amount</u>	<u>FTE</u>	<u>FY16</u> <u>Amount</u>	<u>FTE</u>	<u>Combined</u> <u>Value</u>	<u>Impacts</u>
Admin - MIS	\$ 16,800		\$ 17,800		\$ 34,600	
Commodities and Services	\$ 16,800		\$ 17,800			Eliminate licenses for Contract Management and Budgeting and Planning Lawson modules. CBJ will not gain the efficiencies that would have resulted from implementing those modules.
Admin - Clerks	\$ 10,000		\$ 15,000		\$ 25,000	
Commodities and Services	10,000		15,000			Reduce printed notification and ads, reduce paper as we move to a more paperless packet environment
Mayor and Assembly	87,800		89,800		177,600	
Commodities and Services	87,800		89,800			Reduce training, hospitality and hosting, and contractual accounts
JSD	\$ 200,000		\$ 500,000		\$ 700,000	
						Funding not increased for projected increase in property values
Eaglecrest	\$ 37,500		\$ 37,500		\$ 75,000	
						5% reduction of the general fund support
Assembly Grants	\$ 99,400		\$ 99,400		\$ 198,800	
						5% reduction of Assembly Grants, YAB, SSAB, JAHC, Community Projects
Total Reductions	\$ 1,501,800	8.23	\$ 2,099,100	11.06	\$ 3,600,900	

ASSEMBLY FINANCE COMMITTEE (AFC)

FY15 Budget Calendar and Key Dates

Wednesdays at 5:30 p.m., unless otherwise stated

APRIL

2nd AFC Meeting #1

- A. Distribution of the Operating Budget, Capital Budget and Capital Improvement 6-Year Plan
- B. FY15 and FY16 Budget Overview
- D. Budget Balancing Proposal

7th Regular Assembly Meeting

- A. Introduction of the general operating (CBJ) budget ordinance
- B. Introduction of the general operating School District budget ordinance
- C. Introduction of the mill levy ordinance

9th AFC Meeting #2

- A. School District Budget Presentation
- B. Capital Improvement Projects Program Budget
- C. Marine Passenger Fee Recommendations

16th AFC Meeting #3

- A. Affordable Housing Commission (Jessica Beck)
- B. Juneau Economic Development Council (Brian Holst)
- C. Eaglecrest (confirmed with Matt)
- D. Airport (confirmed with Patty)
- E. Proposed expenditure reductions

23rd AFC Meeting #4

- A. Juneau Festival Committee (Ron Flint)
- B. Juneau Arts and Humanities (Nancy DeCherney)
- C. Juneau Alliance for Mental Health (Pam Watts)
- D. Johnson Youth Services (Walter Majoras)
- E. Docks and Harbors (confirmed with Carl)
- F. Proposed mill rate increases

28th Regular Assembly Meeting

- A. Public hearing on the CBJ operating budget ordinance **(must be done by May 1, Charter Section 9.6)**
- B. Public hearing on the School District operating budget ordinance. **(Note: At this meeting (within 30 days of submission to the CBJ) the Assembly must furnish the School District with a statement (motion) of the amount of local funding to be made available for FY14 School District operations or appropriate the amount of funding to be made available. Charter Section 13.6)**
- C. Public hearing on the capital improvement program resolution
- D. Public hearing on the on the mill levy ordinance

30th AFC Meeting #5

- A. Alaska Committee (Wayne Jensen)
- B. Youth Activities Board (John White/Myiia Wahto)
- C. Bartlett Regional Hospital

ASSEMBLY FINANCE COMMITTEE (AFC)

FY15 Budget Calendar and Key Dates

Wednesdays at 5:30 p.m., unless otherwise stated

MAY

- 7th **AFC Meeting #6**
A. AEYC-HEARTS Program (Joy Lyon)
B. Alaska Small Business Development Center (Ian Grant)

- 14th **AFC Meeting #7**
A.

- 19th **Regular Assembly Meeting**
Adoption of the School District's operating budget ordinance

- 21st **AFC meeting #8**

- 28th **AFC meeting #9**
A.

By May 31, the assembly must appropriate the amount to be made available from local sources for school purposes (Charter Section 13.6)

JUNE

- 4th **AFC Meeting #10**

- 9th **Regular Assembly Meeting**
A. Adoption of the general operating (CBJ) budget ordinance
B. Adoption of the School District's general operating budget ordinance
C. Adoption of the CIP resolution
D. Adoption of the mill levy ordinance

If the Assembly does not adopt the budget at the June 9 Regular Assembly Meeting, a Special Assembly Meeting will be required.

- 11th **AFC meeting #11**

The Charter requires that the following budget actions be made by **June 15**.

FY15 Appropriating Ordinances
2014 Mill Levy Ordinance and
FY15 CIP Program

Other Presentations	
SSAB – email to Joanne Schmidt on 3/26; no voice mail	
JCVB – email to Nancy W. on 3/26; left voice msg 4/2	