

Late Backup



MEMORANDUM

TO: Mayor and Council Members

CC: Marc A. Ott, City Manager
Greg Canally, Deputy Chief Financial Officer
Ed Van Eenoo, Deputy Chief Financial Officer

FROM: Elaine Hart, Chief Financial Officer *Elaine Hart*

DATE: September 7, 2013

SUBJECT: Preparations for Budget Adoption

As you know, Council will begin budget adoption for the Fiscal Year 2013-14 Proposed Budget on Monday, September 9 at 9:00 a.m. Proceedings will include, but are not limited to, the approval of:

- an ordinance adopting the Operating Budget;
- an ordinance adopting the Capital Budget;
- an ordinance authorizing fees, fines and other charges;
- ordinances establishing classifications and positions in the classified service of the Austin Fire, Austin Police and Emergency Medical Services Departments; and
- an ordinance adopting and levying a property tax rate for Fiscal Year 2013-14.

On September 3, we presented funding options or pathways totaling \$15.5 million for Council's consideration in funding other priorities and unmet needs that Council has identified for this budget. We understand that Council may not accept or approve all of these options; however, our goal was to create additional capacity for Council to make budget changes.

As requested by Council and in preparation for budget adoption next week, a list of staff and Council suggested changes has been compiled based on Council's discussions at its September 3 meeting. A dollar value has been assigned to each item. Since then, there have been a few additional Council requests or clarifications which are reflected on the list. The list of Council's suggested changes to the General Fund totals over \$23.9 million, which exceeds the \$15.5 million in identified funding options or pathways.

The compiled report is attached and includes several separate sections. A summary of the sections and a description of information in each section are presented at the end of this memo.

On Monday morning, as Council begins its budget readings, we have planned a brief staff presentation outlining staff's recommended amendments before Council begins going through staff's funding options and Council's suggested changes. Staff's recommendations will include the items presented to you on September 3 such as an increase in current year estimate for property tax revenue related to increased collection rates and an increase in sales tax revenue to reflect additional information subsequent to preparing the Proposed Budget. Other amendments are proposed fee changes for Austin Energy, Parks and Recreation, and Emergency Medical Services. Also, there are Council's wage adjustment scenarios for consideration as well as the list of Council's suggested changes.

Based on your September 3 discussions, I caution Council on the complex, interactive, and multi-fund nature of some of the changes being contemplated. The more complex and interrelated the change, particularly those applied City-wide, the more time we will need to accurately calculate the impact of the proposed change(s) and develop the budget amendment amounts by department and fund. Historically, we have been able to calculate budget amendments during the Council meeting or on brief recesses. However, we will likely need more time for complex changes affecting several funds.

- For example, the combination of reductions in health benefit cost increases from 5% to 3%, changes for wage adjustments, and changes in budgeted vacancy savings will potentially have a net budget increase in each fund based upon preliminary scenarios. A net increase may impact user fees, rates, or require other budget reductions. These net budget increases will also impact the Support Services, Communications and Technology Management, and Fleet Funds impacting their allocation plans or ending balance. These allocation plans involve complex models so a spontaneous response will be difficult.
- Another example is reversal of a proposed change in the Sustainability Fund funding model. Council has suggested retaining the current funding model rather than the proposed model, which reduced funding from Austin Water Utility (AWU) and Austin Resource Recovery and increased funding from the General Fund. This proposed model provided better alignment of the funding source mission with program objectives -- Affordable Housing and Workforce Development.
 - This suggested change would increase AWU funding requirements by \$1.3 million, which will potentially impact AWU rates or require other budget reductions.
 - Other factors affecting AWU's rate calculations include net increases for any City-wide wage adjustments, health benefit cost reductions, and vacancy savings changes. With several wage adjustment scenarios being considered, it will be extremely difficult for AWU to provide an impromptu response to exact rate impacts.

A combination of several changes involving complex, interactive, and multi-fund changes may impact several funds and additional time may be also needed to ensure that financial policies and bond covenants will continue to be met in the final Approved Budget. Of particular concern is the impact on Austin Water Utility. These combinations of changes will also inhibit our ability to respond quickly and may require meeting recesses to enable staff to accurately "run the numbers" and allow time for quality assurance.

That said; we encourage Council to finalize decisions on City-wide items or those affecting multiple funds such as wage adjustments and allocation methods early in the process, preferably on the first day of budget readings. Depending on the nature and complexity of these changes, we may need a lengthy

recess or overnight to complete calculations and verifications of department budgets, potential fee impacts, or to identify other budget reductions.

In addition, we ask for Council's direction on how budget changes in Other Funds (excluding the General Fund) would impact their proposed fees such as (1) allow a fee increase to fund budget increases or (2) no fee increase requiring identification of offsetting budget reductions. Identification of offsetting reductions for Other Funds will also be difficult to complete spontaneously and may require a meeting recess.

Our goal is to be responsive to Council and to provide the appropriate information, tools, and reports to facilitate Council's decision making as well as ensure the financial integrity of the budget process and continued compliance with the City's financial policies and bond covenants.

Sunday, we will deliver to your office a tabbed notebook including this memo and the accompanying attachments. Please bring this notebook to the Monday Council meeting as it will be useful as you move through the budget process.

If you have any questions, please do not hesitate to contact me (512-974-2283), Ed Van Eenoo (515-974-2638) or Greg Canally (512-974-2609). The best way to reach us over the weekend is via email which we will be monitoring regularly.

Summary of Attachments

The following documents summarize potential amendments for Council consideration during next week's budget readings. These documents are designed to assist you in evaluating several choices before you.

Attachment A-Staff Recommended Operating Budget Amendments

As occurs every year, staff will read a number of proposed amendments into the record prior to Council action — typically addressing updates to fees and projected revenues, changes in grant funding from the time the proposed budget was published, and resolutions approved by City Council during this time.

Attachment A summarizes these proposed budget amendments for FY 2013-14 for the General Fund and other Funds. The first section summarizes those for the General Fund with a total impact increasing the Ending Balance by about \$5 million. Immediately following is the section containing impact on other Funds.

Attachment B-Additional Staff Initiated Operating Budget Funding Options for Council Consideration

This lists several funding options or pathways to provide potentially about \$10 million in additional funding for the General Fund which were presented to Council on September 3.

Attachment C-Council Initialed Amendments

Attachment C represents staff's understanding of Council's desired changes to the Proposed Budget. The list is sorted by amount with the largest dollar amount at the top of the list.

Attachment D-Capital Budget Amendments

Attachment D provides the complete list of amendments to the Proposed Capital Budget.

Attachment E-Fee Schedule Amendments

Attachment E provides the complete list of fee changes proposed by a number of departments including Austin Energy, Parks and Recreation, Emergency Medical Services (pursuant to Council's direction at the August 14th Budget Work Session), and Austin Transportation.

Staff-Recommended Operating Budget Changes

1. Summary of General Fund Changes

Amendment	Critical One Time	General Fund	Notes
1.1 Increase available funding for Critical One-time expenditures			
Increase property tax revenue estimate in FY13	1,500,000		
Increase development revenue estimate in FY13	900,000		
Reduce the transfer in FY13 to NHCD CIP*	250,000		
Draw down Budget Stabilization Reserve to 12% reserve level	166,642		
1.2 Shift eligible General Fund expenditures into Critical One-time Fund	(2,816,642)	2,816,642	
1.3 Decrease transfer to Employee Benefits Fund		1,198,668	
1.4 Increase transfer in from the Business Retention Fund		600,000	
1.5 Decrease Police department requirements for Travis County jail contract		496,534	
1.6 Decrease the transfer to the Housing Trust Fund		78,251	
1.7 EMS revenue generated from fee schedule changes		72,600	
1.8 Fund the Employee Leave Bank		(33,969)	
Total Impact on Ending Balance	0	5,228,726	

2. Decrease transfer to Employee Benefits Fund Citywide

Detail by department provided on Attachment A1

3. Fund the Employee Leave Bank Citywide

Detail by department provided on Attachment A2

4. Summary of Other Fund Changes

Amendment	Net Change	Notes
4.1 Transfer from Business Retention Fund to General Fund	(600,000)	
4.2 Decrease the transfer to the Housing Trust Fund from General Fund	(78,251)	
4.3 Decrease appropriations in the Housing Trust Fund	78,251	
4.4 Increase AE revenue related to the Power Supply Adjustment	12,090,624	
4.5 Increase AE requirements related to the Power Supply Adjustment	(12,090,624)	
4.6 Increase AE transfer to Economic Development (ED) for Texas Facilities Commission	(200,000)	
4.7 Accept the Cities of Service Impact Volunteering Fund grant	50,000	
4.8 Accept the TxDOT Child Safety Seat Program grant	34,400	
4.9 Accept the Coverdell Forensic Sciences Improvement Program grant	113,090	

*Will result in a deappropriation in the Neighborhood Housing and Community Development Capital Budget by \$250,000 for housing programs.

Budget Amendment to Decrease Health Insurance

Department	Reduction Amount
Animal Services	19,940
Emergency Medical Services	112,358
Fire	244,971
Health & Human Services	43,202
Library	76,880
Municipal Court	34,656
Parks and Recreation	119,486
Planning & Development Review	69,630
Police	477,545
General Fund	1,198,668
Mayor and Council	6,330
Real Estate Services	7,174
Management Services	16,507
Governmental Relations	1,055
City Clerk	4,326
Law	18,568
Human Resources	21,100
Communications and Public Information	4,642
Contract Management	9,284
City Auditor	5,486
Financial Services	39,352
Building Services	32,779
Small and Minority Business Resources	5,697
Support Services	172,300
Austin Convention Center	50,430
Austin Energy	350,049
Austin Resource Recovery	86,088
Austin Transportation-Parking Management	10,023
Austin Transportation-Transportation Fund	25,953
Austin Water Utility	230,855
Airport	74,061
Child Safety	1,477
Code Compliance	19,201
Communications & Technology Management	45,787
Combined Transportation, Emergency and Communications Center	9,073
Economic Development	9,917
Fleet	42,200
Juvenile Case Manager Fund	1,899
Neighborhood Housing & Community Development	4,853
PARD-Golf	6,963
Public Works-Capital Projects Management	40,723
Public Works-Transportation Fund	55,704
Traffic Safety Fund	422
Watershed Protection	54,279
Wireless Communications	8,440
Total	2,499,365

Budget Amendment to Fund Employee Leave Bank

Department	Amount
Animal Services	(1,235)
Emergency Medical Services	(963)
Fire	(1,849)
Health & Human Services	(2,648)
Library	(4,572)
Municipal Court	(2,143)
Parks and Recreation	(7,587)
Planning & Development Review	(4,642)
Police	(8,330)
General Fund	(33,969)
Mayor and Council	(388)
Real Estate Services	(453)
Management Services	(1,193)
Governmental Relations	(65)
City Clerk	(297)
Law	(1,177)
Human Resources	(1,345)
Communications and Public Information	(310)
Contract Management	(582)
City Auditor	(336)
Financial Services	(2,450)
Building Services	(2,048)
Small and Minority Business Resources	(375)
Support Services	(11,019)
Airport	(4,681)
Austin Energy	(21,629)
Austin Resource Recovery	(5,366)
Austin Transportation-Parking Management	(666)
Austin Transportation-Transportation Fund	(1,681)
Austin Water Utility	(14,964)
Child Safety	0
Code Compliance	(1,513)
Convention Center	(3,239)
Combined Transportation, Emergency and Communications Center	(595)
Communications and Technology Management	(2,858)
Economic Development	(685)
Fleet	(2,651)
Juvenile Case Manager Fund	0
Neighborhood Housing & Community Development	(310)
Parks and Recreation-Golf	(491)
Public Works-Capital Projects Management	(2,599)
Public Works-Transportation Fund	(4,047)
Traffic Safety Fund	0
Watershed Protection	(3,527)
Wireless Communications	(517)
Total	(117,007)

Additional Staff-Initiated Operating Funding Options

1. Summary of General Fund Changes

Potential Amendment	Critical One Time	General Fund	Notes
1.1 Increase available funding for Critical One-time expenditures			
Increase sales tax revenue estimate in FY13 (5% for remaining 2 months)	1,106,434		Attachment B1
1.2 Shift eligible General Fund expenditures into Critical One-time Fund	(1,106,434)	1,106,434	
1.3 Increase sales tax revenue for FY14 (4% growth)		2,900,991	Attachment B1
1.4 Reverse Sustainability Fund proposed changes in funding model		1,333,073	Attachment B2
1.5 Reverse General Fund contribution for Economic Development		1,280,445	
1.6 Increase budgeted vacancy savings by 1% (excludes Public Safety)		1,180,487	Attachment B3
1.7 Eliminate fee waivers for City cosponsored events (net of impact on transfer to ATD)		762,605	
1.8 Decrease transfer to ATD resulting from decrease in ATD-related fee waivers		228,324	
1.9 Decrease APD overtime related to the 24/7 trail pilot program		525,000	Attachment B4
1.10 Reverse 311 Call Center allocation model proposed change		500,000	
1.11 Eliminate General Fund contribution to Economic Development Program		333,334	Attachment B5
Total Impact on Ending Balance	0	10,150,693	

2. Increase Vacancy Savings by 1% Citywide

Detail by department provided on Attachment B3

3. Other Operating Changes

Potential Amendment	Net Change	Notes
3.1 Increase AWU transfer to Sustainability Fund	(1,302,500)	
3.2 Increase ARR transfer to Sustainability Fund	(30,573)	
3.3 Increase AE transfer to Economic Development Fund	(1,280,445)	
3.4 Increase ARR budget for 311 Call Center allocated costs	(500,000)	
3.5 Reduce Economic Development Program transfer in from General Fund	(333,334)	

Increase Sales Tax Revenue in FY 13 (5%) - \$1,106,434

Increase Sales Tax Revenue in FY 14 (4%) - \$2,900,991

Scenario (FY 2013 Year End Estimate; FY 2014)	FY 2013 Revenue Increase	FY 2014 Revenue Increase
3.0% FY 2013; 3.0% FY 2014*	\$251,431	\$258,974
3.5% FY 2013; 3.5% FY 2014	\$465,182	\$1,356,613
4.0% FY 2013; 4.0% FY 2014	\$678,932	\$2,456,389
4.5% FY 2013; 4.0% FY 2014	\$892,683	\$2,678,690
5.0% FY 2013; 4.0% FY 2014	\$1,106,434	\$2,900,991

* FY 2014 Proposed Budget projection updated to reflect July and August actuals

- YTD growth through August is 8.1%
- Higher tax rate estimates increase risk from potential future downturns
- Staff recommends not exceeding options shown in the table above given long-term trend of 3.6% annual growth

Reverse Sustainability Fund Changes - \$1,333,073

Increase AWU transfer to Sustainability Fund - \$1,302,500

The Austin Water Utility (AWU) has developed two options to offset potential amendments related to the Sustainability Fund transfer and increased wage adjustment requirements to its Fiscal Year 2013-14 Budget. The first option includes increasing its water and wastewater rates each by an additional 0.5% as detailed below. The average residential customer would have a monthly bill increase of an additional \$0.60 from the current proposed impact of \$5.06 to \$5.66.

	FY14 Proposed	Option for Offset
Water Rate Increase	7.4%	7.9%
Wastewater Rate Increase	2.3%	2.8%

The second option to offset the amendments would not require an rate increase. Instead, AWU would utilize \$1.3 million of its ending fund balance, reduce its health insurance costs by \$230,855, and reduce its wastewater transfer to CIP by \$0.7 million. The utilization of its ending fund balance would reduce its reserve from 62 to the minimum of 60 days of operating costs. The reduction in CIP cash transfer would be countered by an increase in utilization of debt funding. This change will not impact AWU's compliance with funding a minimum of its CIP with 20% cash.

Increase ARR transfer to Sustainability Fund - \$30,573

The potential amendments to the Austin Resource Recovery (ARR) budget related to an increased Sustainability Fund transfer and increased wage adjustment requirements will be offset by increased vacancy savings and reduced health insurance costs.

The increased requirement of \$500,000 for the 311 Call Center would be met through reducing or drawing down the department's ending fund balance. Based on the most recent estimates for the department's Fiscal Year 2012-13 Budget, they will maintain the 1/12th operating costs reserve policy.

Budget Amendment to Increase Vacancy Savings by 1%

Department	Additional VS
Parks and Recreation	379,486
Planning and Development Review	275,216
Animal Services	49,936
Library	206,153
Health and Human Service	164,136
Municipal Court	105,560
General Fund	1,180,487
Building Services	85,669
CPIO	21,150
Contract Management	40,362
FSD	164,176
Government Relations	6,366
HRD	88,935
Law	91,546
Management Services	101,832
Real Estate Services	29,416
SMBR	24,082
Support Services	653,534
Airport	269,627
Austin Energy	1,590,920
Austin Resource Recovery	265,978
Austin Transporation-Parking Management	27,241
Austin Transportation-Transportation Fund	93,533
Austin Water Utility	894,761
Code Compliance	93,518
Communications and Technology Management	294,304
Convention Center	177,971
Economic Development	49,035
Fleet	136,878
Neighborhood Housing and Community Development	19,570
Public Works-Capital Projects Management	195,813
Public Works-Transportation Fund	215,925
Watershed	240,890
Total	6,399,985

Decrease APD overtime related to the 24/7 trail pilot program - \$525,000

As part of the 24/7 Hike and Bike trail bicycle pilot project, APD was provided overtime funding to cover the additional costs associated with ensuring the public's safety on the trails that are a part of this trial period. Providing minimal coverage on these 3 trails during the overnight hours requires 6 officers per night. If the overtime funding is removed from our budget, we will need to reassign 12 officers from other areas to take on the responsibility of providing dedicated nighttime police services on these trails. We must dedicate officers to this assignment because keeping the trails open at night implies to Austin residents and visitors that they are safe for their use. We know there have been problems historically with criminals attacking females on the trails, both during daytime and nighttime hours, along with other criminal activity, and therefore must provide these dedicated resources if the trails remain open.

If we reassign officers to this project, we will look to our District Representative program, Metro-Tactical teams, and Highway Enforcement unit. The District Representative officers are APD's primary contacts with neighborhood groups, regularly attend community meetings, and are the face of our community policing efforts. These officers frequently resolve neighborhood issues without involving patrol officers, thereby increasing our uncommitted time. Removing officers from this program will result in an increased workload for patrol officers who will have to handle neighborhood issues previously addressed by the District Representative officers. It will also reduce our ability to attend neighborhood meetings and community events, work with neighborhoods on long-term solutions, and perform community policing.

Metro-Tactical teams are assigned to neighborhood policing and focus on crime hot-spots such as narcotics, prostitution, and burglary. Removing officers from this program will impact our efforts in the affected neighborhoods and reduce our ability to proactively address these crimes. Our Highway Enforcement officers provide traffic enforcement on local roads, highways, and school zones. Additionally, they are responsible to respond to crashes on high speed roadways and quickly clear them to restore normal traffic flow. If we reassign officers from this program, we will have a reduced presence in our school zones, reduced enforcement on other roadways, and longer delays in clearing crashes on high speed roadways.

The 12 officers currently assigned would remain dedicated to the trails until we could replace six with permanent officers from our 47 new positions, if approved. We would still need to keep six officers from District representing Metro-Tactical teams and Highway Enforcement, due to not receiving the additional overtime funding.

Eliminate General Fund Contribution to Economic Development Program - \$333,334

The Economic Incentives Program (EIP) is used to provide incentives based on revenues generated from job creation and annual payroll, which is different than the traditional incentives based on property taxes generated from capital investment. The EIP was established during FY11 and is used to keep Austin competitive for company recruitments in targeted industries. Projects funded through the use of the EIP provide a net positive benefit through new sales tax revenue from job creation, which is documented through the WebLOCI analysis.

The EIP has been funded at \$1,000,000 each year since its inception as indicated by the chart below.

Contributing Fund	FY11	FY12	FY13
General Fund	\$333,334	\$333,334	\$333,334
Austin Energy	\$333,333	\$333,333	\$333,333
Austin Water Utility	\$333,333	\$333,333	\$333,333
Total	\$1,000,000	\$1,000,000	\$1,000,000

Six economic development projects have been approved by Council through the commitment of \$4.0 million in economic incentives from the EIP. Recently, eBay canceled its agreement; thereby, the outstanding commitment is \$2.8 million. Economic Incentives Program projects include the following:

- Hanger Orthopedics: \$500,000 incentive over 10 years (250 jobs)
- Facebook: \$199,500 incentive over 10 years (200 jobs)
- LegalZoom: \$200,000 incentive over 10 years (600 jobs)
- The Advisory Board: \$372,590 incentive over 10 years (239 jobs)
- Visa: \$1,560,000 incentive over 10 years (794 jobs)
- eBay: \$1,206,250 incentive over 10 years (1,000 jobs)

Assuming that the EIP would be cut by \$333,334, the Economic Development Department would have reduced funding available for new economic development projects. There are pending economic development projects that are currently under consideration which may be impacted by the proposed cut to the EIP.

A reduction in this economic development tool will impact Austin's competitiveness for attracting new companies, similar to the examples cited above, to create jobs and sustain Austin's economic development.

Council-Initiated Changes

Sponsor	Potential Amendment	One-time	Ongoing	FTEs	Notes
1. Summary of General Fund Changes					
Leffingwell	1.1 Reduce property tax revenue to a rate of 50.29		(7,255,553)		See Attachment C1
Riley	1.2 36 new APD officers	(1,668,690)	(1,794,201)	36.00	See Attachment C2
	1.3 Increase civilian base wages- Option 3: In addition to 1.5%, add \$750 for all employees		(2,122,700)		See Attachment C3
	Option 1: \$842 for all employees in lieu of 1.5% (\$342,000)				
	Option 2: In addition to 1.5%, add \$570 for all employees (\$1,626,000)				
Tovo	1.4 Move support of cultural and heritage facilities into Convention Center		1,134,000		See Attachment C4
Council	1.5 Greater Austin Parks Proposal: Forestry		(1,500,000)		
Council	1.6 Greater Austin Parks Proposal: Trails		(1,250,000)		
Council	1.7 Greater Austin Parks Proposal: Pools		(1,000,000)		
Council	1.8 Greater Austin Parks Proposal: General Maintenance		(1,000,000)		
Cole	1.9 ARCH renovations	(500,000)	(78,000)		See Attachment C5
Tovo	1.10 Continue funding of Child Inc for HeadStart program		(575,000)		
Martinez	1.11 Increase funding for the Prime Time After School Program		(500,000)		
Martinez	1.12 Increase funding for the Summer Youth Employment Program		(500,000)		
Riley	1.13 Funding for the Long Center up to \$400,000		(400,000)		See Attachment C6
	1.14 Add 2 Lieutenant positions to Fire for the Wildfire Mitigation Division	(146,800)	(214,337)	2.00	See Attachment C7
Morrison	1.15 4 new Youth Librarians		(307,984)	4.00	See Attachment C8
	1.16 Move Bridge Child Care Voucher program from CDBG to General Fund*		(283,272)		
Morrison					
Spelman	1.17 Legal consultants for Voter ID law*	(280,000)			
Martinez	1.18 MACC Latino Arts Residency Program		(243,198)		
Riley	1.19 Community Health Paramedic for EMS	(135,608)	(87,756)	1.00	See Attachment C9
Martinez	1.20 5th Street Mexican American Heritage Corridor Master Plan	(200,000)			

Council-Initiated Changes

Sponsor	Potential Amendment	One-time	Ongoing	FTEs	Notes
Cole	1.21 Additional funding for the African American Men and Boys Club Harvest Foundation*		(181,430)		
Riley	1.22 Additional funding for DACC's rehabilitative services		(155,000)		See Attachment C10
Riley	1.23 Additional funding for South Shore Central sub-district	(200,000)			
Morrison	1.24 River City Youth		(146,000)		
Tovo	1.25 2.5 new Youth Librarians		(192,490)	2.50	
Tovo	1.26 Create bilingual youth librarian or outreach specialist positions		(115,000)	2.00	
Tovo	1.27 Provide congregate meals at the Asian American Resource Center		(70,000)		
Tovo	1.28 Replace expiring grant funding for job search lab at Carver library		(65,575)	1.00	
Tovo	1.29 Increase funding to support enrollment or incentive efforts for Supplemental Nutrition Assistance Program		(50,000)		
Cole	1.30 Roy and Ann Butler Trail Public Art Master Plan*	(50,000)			
Tovo	1.31 Enhance senior congregate meal program through Meals on Wheels		(30,000)		
Tovo	1.32 Eliminate 4 proposed support positions in PDR (net revenue)		215,803	(4.00)	See Attachment C11
Tovo	1.33 Eliminate APD overtime related to the 24/7 trail pilot program		525,000		
Total Impact on Ending Balance		(3,181,098)	(18,242,693)	44.50	

2. Summary of Other Changes

Morrison	2.1 Support Services: Fund the Connected Austin Survey (One-Time)	(50,000)			
Morrison	2.2 Support Services: Add 1.5 FTEs to the Auditor's Office		(115,396)	1.50	
Morrison	2.3 Support Services: Increase GTOPS funding		(25,000)		
Tovo	2.4 Support Services: Eliminate 2.6 proposed positions in HRD, Management Services and CPIO		184,580	(2.60)	
	2.5 Austin Energy: Increase Austin Energy's Solar Program rebates program		(3,100,000)		
	2.6 Austin Energy: Increase Austin Energy's revenue generated through a Community Benefit Charge increase for funding solar rebates		(2,576,700)		

Council-Initiated Changes

Sponsor	Potential Amendment	One-time	Ongoing	FTEs	Notes
Riley	2.7 Austin Energy: Extend completion date of Dark Sky ordinance to January 2018		328,000		
Riley	2.8 Austin Energy: Implement Local Food Systems recommendations by increasing funding to Economic Development Department*		(200,000)		
Morrison	2.9 Austin Energy: Increase Capital Idea funding to Economic Development Department		(200,000)		
Martinez	2.10 Code Compliance: Eliminate 18 of the 19 new proposed FTEs		1,489,764	(18.00)	See Attachment C12
Martinez	2.11 Code Compliance: Reduce Clean Communities Fee increase to compensate for lower budget		(1,489,764)		See Attachment C12
Tovo	2.12 Convention Center: Provide financial support to PARD for cultural and heritage facilities		(1,134,000)		See Attachment C4
Tovo	2.13 Watershed: Use 1% of Watershed's FY13 Estimated ending balance for the maintenance and watering of trees consistent with state statutes		(61,930)		See Attachment C13
Martinez	2.14 Move workforce development contracts with SkillPoint Alliance and Capital IDEA from Social Service Contracts to Economic Development		0		

*Items from Council

2013-14 PROPERTY TAX RATES

Tax Rate inc/dec	Revenue Reduction	Tax Rate	
0.0000	0	0.5114	PROPOSED
(0.0005)	(345,503)	0.5109	
(0.0010)	(777,382)	0.5104	
(0.0015)	(1,209,260)	0.5099	
(0.0020)	(1,641,138)	0.5094	
(0.0025)	(2,073,016)	0.5089	
(0.0030)	(2,504,894)	0.5084	
(0.0035)	(2,936,772)	0.5079	
(0.0040)	(3,368,650)	0.5074	
(0.0045)	(3,800,529)	0.5069	
(0.0050)	(4,232,406)	0.5064	
(0.0055)	(4,664,284)	0.5059	
(0.0060)	(5,096,163)	0.5054	
(0.0065)	(5,528,041)	0.5049	
(0.0070)	(5,959,919)	0.5044	
(0.0075)	(6,391,796)	0.5039	
(0.0080)	(6,823,675)	0.5034	
(0.0085)	(7,255,553)	0.5029	NOMINAL

36 new police officers personnel costs - \$1,948,101**36 new police officers vehicles and equipment - \$1,514,790**

The on-going personnel cost of 36 police officers, including salary, benefits, and on-body equipment is \$1,948,101 for 6 months of funding (consistent with April start date). Of this, \$153,900 is one-time costs for some equipment.

Additionally, one-time technology and vehicle needs would include \$280,000 for 36 portable radios, and \$1,233,990 for 18 patrol vehicles and related wireless vehicle equipment.

Background Information for 2014 Wage Options

During its September 3, 2013, budget work session, the City Council discussed several possible scenarios for employee salary increases for Fiscal Year 2014. In response, staff has prepared this analysis of pay scenarios for Council consideration.

First, we looked at the “needs-based” salary increase discussed by Council, whereby employees below a certain salary level would receive larger salary increases than those above that level or break-point. This approach offers benefits for lower paid employees, but also poses some issues for pay administration. Our analysis indicates that salary compression issues would occur when less-tenured employees receive increases that cause their salaries to surpass those of more-tenured employees. Additionally, there is the potential for employee morale issues due to unintended impacts, such as employees making more than their crew leaders or supervisors, or employees making more than coworkers who are in higher job classifications. Finally, this type of pay philosophy is not a common practice and is inconsistent with performance-based, skill-based or market-based pay philosophies which are best practices.

Based upon additional follow-up by staff with various Council members to clarify details of their suggested option as well as dialogue between the City Manager’s Office, Human Resources Department and the Budget Office, the following analysis was prepared for Council’s three options. All of these options can be implemented without creating compression issues.

2014 Wage Adjustment Options

	Current	Option 1	Option 2	Option 3
Department	Proposed Budget 1.5%	\$842 for all employees in lieu of 1.5%	\$570 for all employees in addition to 1.5%	\$750 for all employees in addition to 1.5%
Municipal Court	135,173	26,697	109,937	144,183
PDR	345,029	(15,999)	228,306	292,136
Fire-Civilian	92,610	(11,146)	55,148	72,563
Library	282,665	86,039	250,672	328,418
PARD	405,231	136,451	366,697	482,496
Police-Civilian	426,479	97,747	361,162	466,947
Health	210,236	(2,874)	140,376	186,590
Animal Services	61,718	30,855	62,668	82,458
EMS-Civilian	81,184	(6,068)	50,851	66,909
General Fund	2,040,324	341,702	1,625,817	2,122,700

Mayor & Council	29,329	1,352	20,770	27,329
Government Relations	6,389	(2,157)	2,865	3,770
Real Estate	34,772	(5,149)	20,054	26,387
Management Services	127,262	(39,979)	59,087	77,746
City Clerk	19,022	1,080	13,608	17,905
Law	117,182	(31,486)	58,013	76,332
HRD	117,348	(18,956)	66,607	87,641
CPI	24,894	(3,734)	14,324	18,848
Contract Management	52,769	(10,450)	28,648	37,695
Audit	29,063	(6,846)	15,040	19,790
FSD	208,869	(32,188)	119,606	157,377
Building Services	109,134	42,156	102,417	134,760
SMBR	30,576	(4,126)	17,905	23,559
Support Services	906,609	(110,484)	538,944	709,137

Austin Energy	1,918,815	(341,377)	1,067,862	1,405,081
Economic Development	60,795	(13,186)	32,229	42,407
Austin Water	1,003,867	35,591	703,671	925,883
Resource Recovery	327,278	82,157	277,171	364,699
Convention Center	199,414	38,630	161,146	212,977
Airport	312,200	35,873	235,631	310,041
PARD - Golf	26,874	5,923	22,202	29,214
Watershed	280,040	(17,662)	177,619	233,709
Trans Dept-Trans. Fund	109,663	3,540	76,634	100,834
Public Works-Trans. Fund	207,897	48,132	173,322	228,055
CTM	281,962	(69,310)	143,957	189,417
Wireless	43,648	(2,387)	27,932	36,753
Fleet	160,264	17,476	120,278	158,319
Public Works-CPM	247,084	(55,591)	129,633	170,570
CTECC	46,341	(7,196)	26,500	34,868
Trans Dept-Parking Fund	29,860	16,690	31,513	41,465
NHCD	25,340	(2,065)	15,757	20,732
Code Compliance	76,335	(7,567)	46,553	61,254
Public Works-Child Safety	6,136	1,270	5,013	6,597
Juvenile Case Manager	5,191	2,215	5,013	6,597
Traffic Safety Fund	595	463	716	942
Total	8,316,535	2,836	5,645,115	7,412,251

Option 1 - \$842 added to base wage for all employees in lieu of 1.5% base wage increase

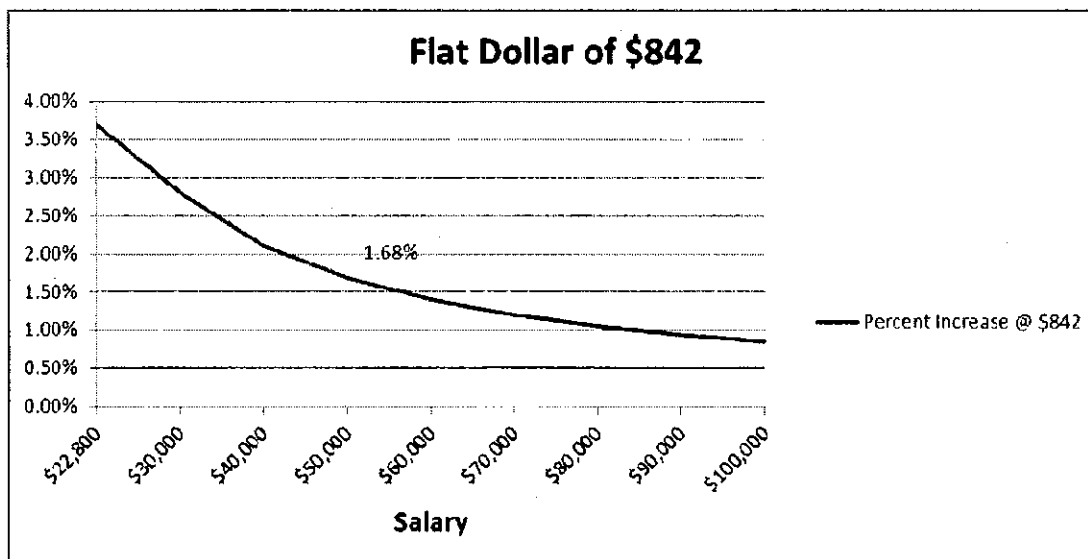
Option 2 - \$570 added to base wage for all employees, amount based on 1.5% of the average of the lower half of the median wage of \$49,962

Option 3 - \$750 added to base wage for all employees, amount based on 1.5% of the median wage of \$49,962

Option I: Flat Dollar Amount annualized to \$842 for all employees in lieu of a 1.5% ATB

Rationale: A flat dollar amount increase for all employees in base pay creates no compression issues as long as the pay range is adjusted upward by the same dollar amount. The amount of \$842 is derived from the amount currently in the budget for a 1.5% across the board Citywide wage adjustment (\$8,316,535) using the number of non-sworn employees as of April 2013, including proportionate funding for part-time employees. The \$842 would be converted into an hourly rate, added to the employee's base hourly rate and disbursed across all pay periods for the fiscal year.

Analysis of Impact: See charts below.



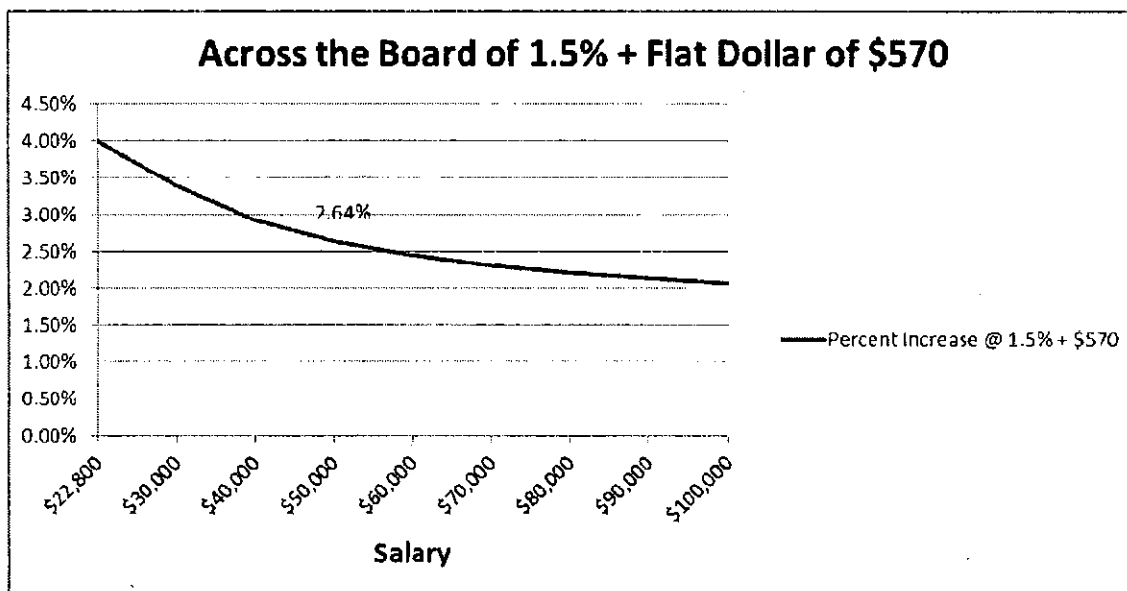
Increase @ Flat \$842				
Current Base	Per Employee	New Base	Includes Non-Sworn Employees Only	
\$22,800	3.69%	\$23,642	Median Pay for All EEs	\$49,962
\$30,000	2.81%	\$30,842	1.5% of Median Pay	\$750
\$40,000	2.11%	\$40,842	Avg Salary for EEs Below Median	\$37,985
\$50,000	1.68%	\$50,842	1.5% of Avg Salary for EEs below Median Pay	\$570
\$60,000	1.40%	\$60,842	Budgeted Increase Evenly Distributed to All EEs	\$842
\$70,000	1.20%	\$70,842		
\$80,000	1.05%	\$80,842		
\$90,000	0.94%	\$90,842		
\$100,000	0.84%	\$100,842		
Fund	Additional Cost by			
General	\$341,702			
Support Svcs	-\$110,484			
Enterprise/Other	-\$228,382			
Total Citywide	\$2,836			

Options II: Across the Board Increase of 1.5% Plus Flat Dollar Pay of \$570

Rationale: An Across the Board increase would be consistent with recent City of Austin pay practices and would maintain the relative internal equity; whereas the Flat Dollar Pay would provide employees with a lower than median or average salary the ability to have a higher percentage increase to their pay than higher paid employees. As with Option I, pay ranges would need to be adjusted to avoid compression issues at the maximum of the ranges. The flat dollar amount would be converted into an hourly rate, added to the base rate and disbursed across all pay periods for the fiscal year.

The median salary for all non-sworn employees is \$49,962. The average pay of all employees below the median is \$37,985. The calculation of 1.5% of the average pay for all employees below the median is approximately \$570.

Analysis of Impact: See charts below.



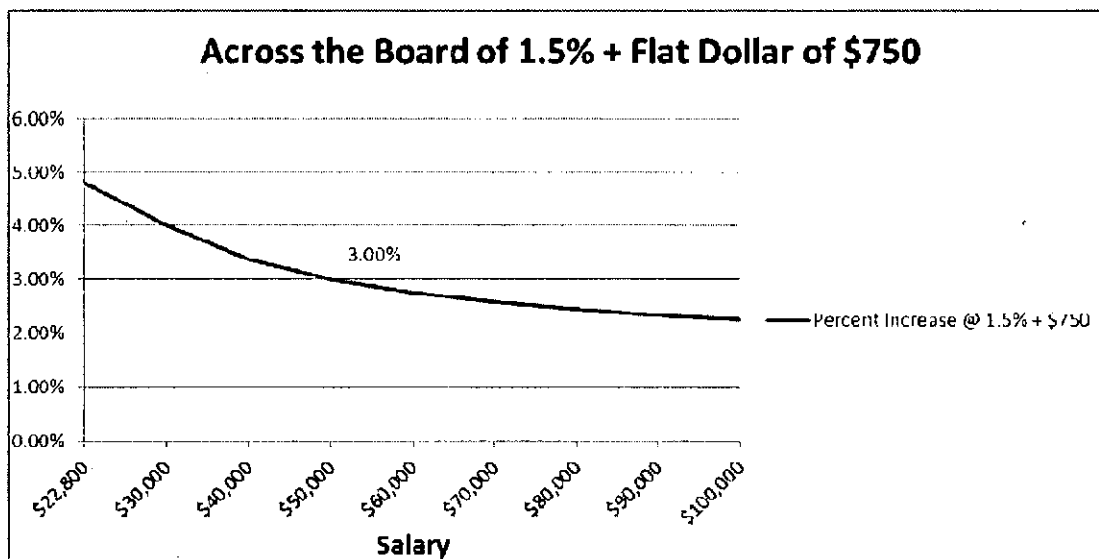
Current Base	Increase @ 1.5% + \$570	New Base	Includes Non-Sworn Employees Only	
\$22,800	4.00%	\$23,712	Median Pay for All EEs	\$49,962
\$30,000	3.40%	\$31,020	1.5% of Median Pay	\$750
\$40,000	2.93%	\$41,170	Avg Salary for EEs Below Median	\$37,985
\$50,000	2.64%	\$51,320	1.5% of Avg Salary for EEs below Median Pay	\$570
\$60,000	2.45%	\$61,470	Budgeted Increase Evenly Distributed to All EEs	\$842
\$70,000	2.31%	\$71,620		
\$80,000	2.21%	\$81,770		
\$90,000	2.13%	\$91,920		
\$100,000	2.07%	\$102,070		
Additional Cost by Fund				
Fund				
General	\$1,625,817			
Support Svcs	\$538,944			
Enterprise/Other	\$3,480,354			
Total Citywide	\$5,645,115			

Options III: Across the Board Increase of 1.5% Plus Flat Dollar Pay of \$750

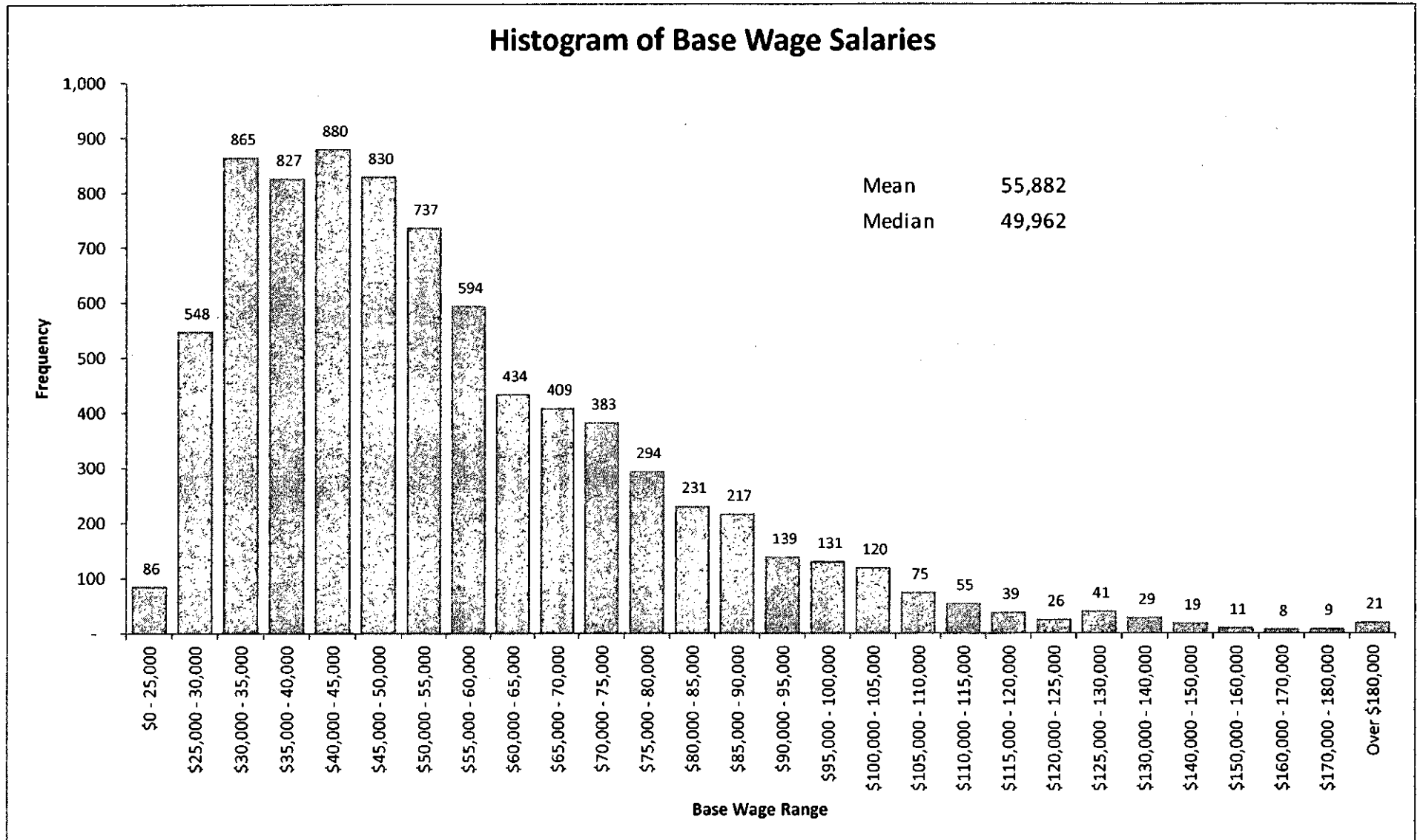
Rationale: An Across the Board increase would be consistent with recent City of Austin pay practices and would maintain the relative internal equity; whereas the Flat Dollar Pay would provide employees with a lower than median or average salary the ability to have a higher percentage increase to their pay than higher paid employees. As with Option I & Option II, pay ranges would need to be adjusted to avoid compression issues at the maximum of the ranges. The flat dollar amount would be converted into an hourly rate, added to the base rate and disbursed across all pay periods for the fiscal year.

The median salary for all non-sworn employees is \$49,962. The calculation of 1.5% of the median salary for all non-sworn employees is approximately \$750.

Analysis of Impact: See charts below.



Current Base	Increase @ 1.5% + \$750	New Base	Includes Non-Sworn Employees Only	
\$22,800	4.79%	\$23,892	Median Pay for All EEs	\$49,962
\$30,000	4.00%	\$31,200	1.5% of Median Pay	\$750
\$40,000	3.38%	\$41,350	Avg Salary for EEs Below Median	\$37,985
\$50,000	3.00%	\$51,500	1.5% of Avg Salary for EEs below Median Pay	\$570
\$60,000	2.75%	\$61,650	Budgeted Increase Evenly Distributed to All EEs	\$842
\$70,000	2.57%	\$71,800		
\$80,000	2.44%	\$81,950		
\$90,000	2.33%	\$92,100		
\$100,000	2.25%	\$102,250		
Additional Cost by Fund				
Fund				
General	\$2,122,700			
Support Svcs	\$709,137			
Enterprise/Other	\$4,680,414			
Total Citywide	\$7,412,251			



Convention Center provide financial support to PARD for cultural heritage facilities - \$1,134,000

The Convention Center has three sources of funds – Hotel Occupancy Tax (HOT), fees for rental of the facilities and provision of other services, and Car Rental Tax. Each of these sources has particular requirements, or restrictions for use of the proceeds. As discussed more fully below, the Law Department recommends review of each proposed expenditure that would not be used directly for Convention Center operations and maintenance, to make sure that the expenditure complies with the applicable legal requirements.

HOT funds are governed by the requirements of state law (351 of the Texas Tax Code), 11-2 of the City Code, and Resolution 20090914-011. There are also a number of Attorney General Opinions that speak to the limits on the use of HOT funds. Finally, there are some bonds the City has issued that are backed by revenue from HOT – and that ordinance authorizing the bonds contains a flow of funds that the City must maintain. Together these provide the legal framework for use of these funds. Funds must be used to promote tourism and the hotel and convention industry. Additionally, uses must fit a specific list. Within the City, the funds are divided into uses that have been determined to fit these state law requirements. Visitor Centers are an approved use. Cultural activity centers are not an approved use, unless the operations are for programs that directly relate to the attraction of conventions and visitors to the City.

The City's Car Rental Tax is a venue tax that is governed by the applicable venue tax provisions of the Texas Local Government Code, the ballot approving the tax, Attorney General Opinions, and the ordinance authorizing the bonds that, similar to the HOT bonds has a flow of funds that the City must maintain. City Code 11-3 also contains limits on the use of that tax. The ballot authorizing the tax becomes a contract with the voters. The ballot for these taxes did not include cultural centers. Thus, this would not be an authorized use of this tax.

In general, City fees must not exceed the cost to provide a service, and should be used to pay for the City's expenses relating to the provision of that service (the fees from the African American Cultural and Heritage Facility will cover the costs of the 2 Convention Center employees).

Whether some portion of the functions of any particular cultural center could be appropriately funded from one of the sources of funds that fund the operations and maintenance of the Convention Center is a question that requires detailed review of the source of funds for the function and the legal requirements that apply to that source of funds.

ARCH Renovations (one-time) - \$578,000

This proposal comes from a presentation given this summer at the Council Health and Human Services Subcommittee by Front Steps, see handout next page.

The renovation concept is to enclose approximately 3,000 square feet of garage space for use as additional capacity for day services at the ARCH. The proposal is conceptual, preliminary, and has not yet been evaluated in detail by City Staff. It is based on an estimating methodology of renovation costs per square foot. In this case, roughly \$150 per square foot for 3,000 square feet of enclosed space. No other details have been proposed or developed. No bids were solicited. An Architect and Engineering firm did assist Front Steps with a conceptual diagram and the estimate.

It is unlikely that the estimate will cover the costs of City project administration and overhead and is unclear if other cost drivers such as working off hours to implement construction around a 24/7 operation will be met by the estimate.

Depending on the intended use of the space and finish out, the existing cost estimate of \$500,000 has a risk of being too low to meet the project requirements through completion. It is recommended that a team from Public Works, Building Services, HHS, and Front Steps work to develop a robust program use and estimate for the conversion. Such an estimate could be brought back to Council in November, and additional funding may need to be considered. Additional on-going costs estimated at \$78,000 for this renovation include staff and operations.

ARCH Annual Contract Investment

Contract Year	General	ESG/Other...	FTE	Average FTE Cost
2009-10	\$1,933,493	\$260,087	45.47	36,553.
2010-11	\$1,933,494	\$442,536	48.15	37,311.
2011-12	\$1,933,494	\$441,537	48.31	36,633.
2012-13	\$1,933,494	\$558,188	51.38	36,375.

Shelter Cost Per Person**\$13.37 per person Day Resources****\$13.20 per person Night Shelter****Additional Funding Request**

As the Austin Resource Center for the Homeless (7th Street location) turns 10-years old, the contract operator of this safety-net facility (Front Steps), would like to take this opportunity to request the City of Austin consider an increase in its annual investment of services offered at ARCH as well as replacement of some equipment. Through the generous support of City Council and HHSD staff, a number of facility improvements in the past two years have greatly enhanced the space and operation capacities while program additions have enhanced services to the population, however, the annual investment in maintenance, staffing, and case management has not increased with costs of living in Austin. Front Steps has created some \$1,000,000 in external funded resources and gift-in-kind programs which augment ARCH operations. We count among our successes the ability to exit an average of 150 individuals into safe and stable housing each year - even in a housing market which has remained at 95-99% occupancy over the last four years.

Front Steps Recommendations:

*ESG 2014 Grant Gap (food, maintenance, security)	\$ 70,000.
Additional case managers 2@\$34,000	\$ 68,000.
Scan card coordination beyond pilot	\$ 32,000.
Cost of living increase for ARCH staff (3%)	\$ 60,000.
Employee insurance increase (35%)	\$ 84,000.
Additional security staff	\$ 29,000.
cameras, xray/metal detector and lighting replacement	\$ 75,000.
Washer/dryer replacements	\$ 50,000.

*HHSD has indicated an 18% decrease in current ESG funding for ARCH in 2013-14

NOTE: equipment replacements are not ongoing annual contract costs

Additional Facility Investment Considerations:

In order to better utilize space within the ARCH, Front Steps is exploring enclosing the parking garage beneath the building – creating additional bathrooms, day seating and program space.

Construction Project:

*Conversion of garage to conditioned space	\$ 500,000.00
*Additional floor staff for new space (1.5 fte)	\$ 42,000.00
*Additional maintenance and operations for new space	\$ 36,000.00

*estimated costs based on preliminary review

NEW:
Expand night shelter to 230
men per night - 8/1/2013

Initiate scan-card service
delivery tracking pilot with
Salvation Army - 8/1/2013

Funding for the Long Center - \$400,000

The Greater Austin Performing Arts Center, Inc. (dba The Long Center) is a not-for-profit organization which operates the Long Center facility, the reconstructed "Palmer Auditorium". The facility is located on parkland leased with voter approval to the Long Center for fifty (50) years commencing August 9, 2002. Construction of the facility was completed in early 2008 with funding of this initial construction provided exclusively by private donations. The permitted use is for a performing arts center with its anchor users including the Austin Lyric Opera, Austin Symphony Orchestra, and Ballet Austin.

While the Long Center has been successful in raising contributions to finance facility construction as well as covering its operating and maintenance expenses, it has not been able to provide for capital funds for ongoing repair and replacement costs. The Long Center has indicated it needs about \$400,000 annually to fund ongoing repairs and replacement as the facility ages.

The Long Center is a City-owned facility and is a valuable asset that should be maintained in good condition. In addition, the Long Center is a valuable and important cultural amenity for our community.

This request is to provide up to \$400,000 to the Long Center for long-term capital needs with future years pursuant to renegotiation of the existing lease agreement. Since 2002, the Long Center Lease has been amended several times to address financial, construction and other issues. This request provides an initial \$400,000 in funding to begin addressing capital needs with an additional request for staff to engage with the Long Center to pursue changes to the lease agreement to protect the City's long-term interest in this facility.

2 Lieutenants for Wildfire Mitigation - \$361,137

The 2 Lieutenant positions will work with Captains in the Wildfire Mitigation Division to focus on outreach and education about wildfire prevention, coordination of fuel mitigation crews and begin implementing the Community Wildfire Protection Plan.

On-going personnel costs of salary and benefits equals \$214,337. One-time costs total \$146,800, and include:

- 2 Vehicles with lights = \$112,000
- 2 Mobile Data Computers = \$16,800
- 2 Radios = \$14,000
- 2 Personal Protective Equipment = \$4,000

Youth Librarian – \$307,984

The Youth Services area currently has 18.5 FTEs serving 20 branch libraries and the Faulk Central Library. Several Youth Librarians have been providing service at more than one branch location in order to provide a minimal level of service to all branches. Unfortunately, this means that the Youth Librarian can provide only limited programming at each of the locations they serve and is frequently unavailable to assist children and parents in finding materials. With additional positions, the department will once again have a Youth Librarian assigned to each branch library, increasing the number of hours a Youth Librarian is available to assist customers, as well as providing more story times and other youth programs.

The table below provides a cost breakdown of adding Youth Librarians to the program, separating personnel costs from support costs:

Item	Unit Cost	# of Units	Total
Youth Librarian	\$75,496	1	\$75,496
Total Personnel Costs			\$75,496
Phone, IT Support Costs and Supplies (Recurring)	\$300	1	\$300
Computer Equipment and Supplies (One-Time)	\$1,200	1	\$1,200
Total Support Costs			\$1,500
Total Cost for Adding One Youth Librarian		1	\$76,996
Two Youth Librarians		2	\$153,992
Three Youth Librarians		3	\$230,988
Four Youth Librarians		4	\$307,984

Community Health Paramedic for EMS – \$223,364**Amend the EMS fee schedule to adjust fee levels to match the increased cost of supplies and build in capacity to further adjust fee levels as prices rise throughout the year - \$72,600**

The Community Health Paramedic Program's current budget is \$302,528 which includes 3.0 FTEs. The primary mission of the program is to identify individuals in targeted patient populations and connect them with resources that better serve their long-term needs, such as primary medical care, mental health services and social services. The program works to either enroll patients with new resources that serve their complex issues or redirect these patients back to resources that are designed to serve their needs. To date the program has served 145 patients.

The table below provides a cost breakdown of adding one paramedic to the program, separating personnel costs from one-time costs:

Item	Unit Cost	# of Units	Total
Medic Position	\$87,756	1	\$87,756
Total Personnel Costs			\$87,756
Vehicle	\$55,745	1	\$55,745
Medical Equipment	\$43,010	1	\$43,010
Vehicle Communication Package	\$21,245	1	\$21,245
Handheld Radio	\$7,800	1	\$7,800
ePCR Package	\$7,808	1	\$7,808
Total One-Time Costs			\$135,608
Total Cost for Adding One Community Health Paramedic			\$223,364

Additional funding for Downtown Austin Community Court's rehabilitative services - \$155,000

The rehabilitative services unmet service demand is partially funded in the Proposed Budget at \$155,000.

An additional \$155,000, for a total of \$310,000, will help serve a total average of 60-70 chronically homeless individuals annually by assisting them with substance abuse treatment and placing them in residential treatment and sober housing. Enhanced services include rental deposits, utility deposits, delinquent balances, moving costs, application costs, etc.

Eliminate 4 proposed support positions in PDRD - \$215,803

This amendment would eliminate the proposed addition of four positions in the Planning and Development Review Department (PDRD):

- Administrative Specialist: \$64,075
- Marketing Representative A: \$78,710
- Division Manager, Development Services: \$138,299
- Permit Review Specialist: \$54,719

The total FY 2013-14 cost of these positions is \$335,803. However, the Administrative Specialist position was proposed to be added to perform OCR scanning in association with Austin Energy's new Electrical Service Program Application fee and would generate a projected \$120,000 in General Fund revenue as a result of performing these duties. As a result, the net General Fund impact of eliminating these positions is only \$215,803.

The table below provides more detail regarding the duties to be performed by each of these positions and the anticipated impact if they are not approved.

Position Title	Responsibilities of Each Position	Impact if Position is Deferred until FY 2014-15
Administrative Specialist	<ol style="list-style-type: none"> 1. Provides administrative support on highly technical and/or specialized projects. 2. Facilitates the handling of time sensitive request such as ORR's (Open Records Request), CAF's (Citizen Action Forms), RCA's (Request for Council Action) as well as other confidential documents. 3. Verifies accuracy and completeness of critical documents such as PIO (Public Information Office) requests, records, correspondence, regulations, etc. 4. Opens, sorts, reads, prioritizes and routes incoming mail, including faxes and emails. 5. Prepares memos, letters and other correspondence using computer, spreadsheets, databases, or presentation software. 6. Using independent judgment performs data analysis, problem solving and recommends policy and administrative improvements. 	Currently the staff does not have the time to scan all required documentation. This prevents proper recordation of the information, less information online, and a higher cost for offsite storage rather than using less expensive digital storage. Existing staff in the various business units will continue to manually scan and attach documents into applications as time allows. For some documents, information must be transcribed into the application. This work reduces the time allocated to performing their primary tasks. The functions performed by this position will help PDRD automate and manage document scanning and information uploads into departmental systems. This will improve the efficiency of existing staff work and provide the ability to have more information online and accessible to the public.
Marketing Representative A	<ol style="list-style-type: none"> 1. Proposes changes in products and or services that may result in cost reductions and savings as well as increased customer participation. 2. Works with neighborhood associations, community leaders, political action groups, and other interested groups with on-going projects. Acts as representative for programs, manage projects and accounts. Provides marketing consultation to clients. Initiates, designs, and orchestrates the development of promotional campaigns. 3. Develops and maintains budget for projects. 4. Develops and evaluates long range market planning/strategies. Assist with long-range strategic planning. Conducts market research and needs assessment surveys. 5. Serves as liaison between city departments and external customers. 6. Conducts presentations, tours and public education programs and evaluates effectiveness of programs. 	Unmet needs of long term marketing and communication to the public would continue. This position will develop communication tools and strategies that promote PDRD's programs and services, create newsletters, assist with media releases, assist with web updates and to conduct and analyze customer surveys. Additionally, communication and marketing of the various programs and services supported by the department is currently not centralized, thus resulting in inconsistency and confusion among stakeholders about which department is delivering the message. PDRD is in need of a professional graphics designer with experience and knowledge of current graphic design technology. This position will centralize the graphic design needs of the department and elevate the department's marketing and communication strategies to align with current trends.
Division Manager, Development Services	<ol style="list-style-type: none"> 1. Directs the programs/projects/activities of the division/section. 2. Prepares and monitors division/section budget. 3. Sets division policy and ensure division is aligned with Department goals. 4. Oversees/performs contract development, preparation, and monitoring. Performs economic forecasting and evaluation of division/section related programs. 6. Prepares financial summaries/reports for management review. Develops and establishes goals and priorities for departmental programs. Performs short term, long term planning. 6. Provides review of and/or prepare technical reports. Conducts needs assessment studies. 7. Evaluates program operations for effectiveness and efficiency to include workforce utilization. 	Division manager will provide oversight and analysis of the review and permitting processes.
Permit Review Specialist	<ol style="list-style-type: none"> 1. Reviews commercial and residential plans for intake requirements. 2. Performs zoning, site plan and subdivision review for residential applications. 3. Research Land Development Codes and work with Planners as needed to resolve issues. 4. Initiates and validates current license for electricians. 5. Validates registration of license for plumbers, mechanical and irrigation contractors. 6. Issues licenses for motel/hotel, rooming houses, boarding houses, and mobile home parks. 7. Provides assistance and information on calculations and assessments of fees for plan review, building permit, subcontractor permits, license, barricades, sound permits. 	A delay in this position will result in longer wait times for customers in the permit center.

Eliminate 18 of the 19 new FTEs proposed by Code Compliance - \$1,489,764

Reducing rate increases for clean community fee - \$1,528,262

For FY 2013-14 Code Compliance is asking for 19 FTEs:

12 – Code Compliance Inspectors – 4 to support the Neighborhood Code Officer Unit, 4 to enhance the Multi-Family unit, 2 to support the Commercial Inspection Unit and 2 to support the anticipated approval of Short-Term Rental Type III program

1 – Training Instructor to insure adequate resources exist to arrange for training and tracking requirements of the State for registration of Code Enforcement Officers

1 – Code Review Analyst which provides planning and research for new code initiatives, code ordinance changes and statistical analysis

1 – Materials Control Manager to provide management of fleet and inventory tracking in support of field inspection teams

1 – Assistant Division Manager to provide supervision to field crews assigned to the Short-Term Rental, Billboard Licensing, Mobile Park Registration and Hotel, Motel, Rooming and Boarding Home Licensing programs

1 – Program Specialist to provide registration, research and customer service to owners of Type III Short-Term Rentals

1 – Financial Consultant – to provide fiscal support for invoicing and accounts receivables for the various fee based programs administered by the CCD

1 – Division Manager to provide management and supervision to the Administration Division

Ten Inspectors and 1 Assistant Division Manager will be assigned to the Case Investigations Unit. Not filling these positions would negatively impact CCD's ability to proactively investigate substandard properties city-wide, neighborhood nuisance complaints, multi-family cases such as the Wood Ridge Apartments, and complaints related to commercial properties. In addition, CCD will not have sufficient resources to address increasing complaints from multi-family tenants. Currently, each inspector handles approximately 538 cases, the goal is 260 cases. The caseload will increase as will the two-day response time performance measure (currently at 2.8 days). Staff anticipates that if these positions are not authorized, there will be increased complaints from the community.

Two Inspectors and 1 Program Specialist are requested to handle the multi-family Short Term Rental registrations (STR Type III) under consideration by Council. Currently, 500 short-term rental licenses (Type I and II) are anticipated to be issued during FY2013. If Council approves an amendment expanding this ordinance to include apartment short-term rental, staff estimate an additional 500 licenses will be issued in FY2014. Existing staff will not be able to issue licenses and perform site inspections in a timely manner, which might result in increased complaints.

The department has grown in size and complexity where a dedicated Training Instructor is required to train new employees, provide in-service training, legal updates, policy revisions for current staff, and maintain training records. If this position is not granted, the responsibility of training will be assigned to current field staff.

The remaining four positions (Materials Control Manager, Financial Consultant, Code Review Analyst, and Code Support Division Manager) provide direct support to field managers and allow them to focus on inspections. If these positions are not approved, field managers will have to devote their time to these functions and the current staff will continue to struggle to provide these services as the department grows.

Use 1% of Watershed's FY13 estimated ending balance for the maintenance and watering of trees - \$61,930

State law (Municipal Drainage Utility Systems Act, Texas Local Government Code Chapter 552, subchapter C) requires the drainage utility charge be calculated to recover: a) the cost of service, and b) funding for future drainage system construction. The cost of service is defined in very particular terms in a way that does not appear to include general watering or tree care. The Watershed Protection Department currently has \$1.2 billion in capital project needs for flood control, erosion control and water quality management.

Staff-Recommended Capital Budget Changes

1. Summary of Capital Budget Changes

Amendment	Net Change	Notes
Decrease the NHCD Capital Budget by \$250,000 for Housing Programs	(250,000)	

2. Other Changes

Action	Net Change	Notes
Direct staff to delay a transportation project TBD and implement the Hyde Park Improvements Project	125,000	See Attachment D1

Hyde Park Improvements – \$125,000

The first year of the Hyde Park Improvements project would include preliminary design and property/right-of-way acquisition. Public Works would utilize existing transportation bond program funding; however, this would be at the expense of another project to be determined.

Attachment E Fee Schedule Amendments

Staff-Recommended Fee Schedule Amendments

- | # | Dept. | Amendment | | | | | | |
|--|------------------------------|---|---------------------------------------|--------------------|---|------------------------------|-------|----------------|
| 1 | AE | Increase the Power Supply Adjustment rate schedule of Austin Energy by a factor of 1/3 cents. | | | | | | |
| 2 | AE | Amend the rate schedule of Austin Energy to allow the Houses of Worship (HOW) Discount to be applied to new sanctuaries and change the maximum HOW charge to 13.057 cents per kWh to include adjusted Power Supply Adjustment. | | | | | | |
| 3 | AE | Amend the GreenChoice® rate schedule as follows: | | | | | | |
| <table border="1"> <thead> <tr> <th>Subscription Type</th> <th>Green Power Charge</th> </tr> </thead> <tbody> <tr> <td>Adjustable</td> <td>PSA or FAC plus 1.00 per kWh</td> </tr> <tr> <td>Fixed</td> <td>4.90 C per kWh</td> </tr> </tbody> </table> | | | Subscription Type | Green Power Charge | Adjustable | PSA or FAC plus 1.00 per kWh | Fixed | 4.90 C per kWh |
| Subscription Type | Green Power Charge | | | | | | | |
| Adjustable | PSA or FAC plus 1.00 per kWh | | | | | | | |
| Fixed | 4.90 C per kWh | | | | | | | |
| 4 | PARD | <p>Make the following changes to cemetery-related fees:</p> <ul style="list-style-type: none"> Delete the \$100 surcharge fee for a Saturday interment (it is incorporated in the total fee for a Saturday interment). Delete the \$350 surcharge fee for a Sunday interment (it is incorporated in the total fee for a Sunday interment). Change the fee for the setting of a two-piece monument from \$55.00 per square inch to \$0.55 per square inch. Change the fee for the setting of a one-piece monument greater than 300 square inches in size from \$55.00 per square inch to \$0.55 per square inch. Change the fee for the setting of a one-piece monument less than 300 square inches in size from \$50.00 per square inch to \$0.50 per square inch. | | | | | | |
| 5 | PARD | <p>Add two additional fees pertaining to Zocolo Plaza:</p> <table border="1"> <tbody> <tr> <td>Resident/Non-Profit - Additional Hour</td> <td>\$195.00</td> </tr> <tr> <td>Non-Resident/Commercial - Additional Hour</td> <td>\$230.00</td> </tr> </tbody> </table> | Resident/Non-Profit - Additional Hour | \$195.00 | Non-Resident/Commercial - Additional Hour | \$230.00 | | |
| Resident/Non-Profit - Additional Hour | \$195.00 | | | | | | | |
| Non-Resident/Commercial - Additional Hour | \$230.00 | | | | | | | |
| 6 | EMS | <p>Amend the EMS fee schedule to adjust fee levels to match the increased cost of supplies and build in capacity to further adjust fee levels as prices rise throughout the year. See Attachment E.1 for a complete list of changes.</p> | | | | | | |
| 7 | ATD | <p>Amend the proposed fee schedule of the Austin Transportation Department – Parking Management Fund for the inclusion of the Annual Residential Parking Permit fee of \$10 per permit for the residential parking program authorized by City Council Ordinance 96-0509-P.</p> | | | | | | |

Council-Initiated Fee Schedule Amendments

- | # | Dept. | Potential Amendment |
|---|-------|--|
| 1 | AE | Amend the Community Benefit Charge schedule of Austin Energy to increase the FY 2014 solar rebate budget by \$3,100,000. |

2013-2014 Fee Schedule--Emergency Medical Services Department

	Approved 2012-13	Proposed 2013-14
Itemized Medications (product costs + 25%) *		
Acetaminophen Children's Liquid	\$2.50	\$2.50 - \$4.52
Adenocard (adenosine) 12 mg	\$14.46	\$14.46 - \$25.95
Adenocard (adenosine) 6 mg	\$32.19	\$32.19
Adenocard (adenosine) 3 mg	\$16.00	\$16.00
Adrenaline (epinephrine) 1mg/10ml	\$2.90	\$2.90 - \$3.20
Adrenaline (epinephrine) 1mg/1ml	\$1.33	\$1.33 - \$1.72
Adrenaline (epinephrine) 30mg/30ml	\$3.85	\$3.85 - \$4.24
Albuterol sulfate	\$0.18	\$0.18 - \$0.21
Albuterol MDI	\$56.56	\$56.56 - \$72.94
Amiodarone	\$2.38	\$2.06 - \$3.13
Amyl nitrite pearls	\$0.76	\$0.76 - \$0.84
Aspirin, baby	\$0.10	\$0.69 - \$1.31
Atropine sulfate 1mg/10ml	\$3.00	\$3.00 - \$3.75
Atropine sulfate 1mg/1ml	\$0.56	\$0.56 - \$0.77
Atropine 8mg/20ml	\$2.78	\$34.00 - \$42.50
Atrovent (ipratropium bromide)	\$0.16	\$0.16 - \$0.32
Calcium gluconate 1000mg/10ml	\$0.89	\$2.63 - \$3.62
Captopril 12.5 mg tablet	\$0.13	\$0.13 - \$0.18
Cetacaine/Hurricane spray	\$2.46	\$2.46 - \$29.76
Cimetidine	\$1.73	\$1.73 - \$2.38
Clopidogrel 75 mg tablets	\$5.73	\$5.73 - \$6.30
Dextrose 25gm/50ml	\$3.69	\$3.69 - \$4.06
Diazepam 10mg	\$3.54	\$3.54 - \$3.85
Diphenhydramine HCl 25mg tab/capsule	\$0.09	\$0.06 - \$0.11
Diphenhydramine Latex Free 50 mg/1 ml prefilled syringe	\$1.55	\$15.03 - \$20.67
Dopamine HCL 400mg/10ml	\$0.79	\$2.61 - \$3.59
Epi-auto injectors	\$66.58	\$139.11 - \$191.28
Etomidate	\$16.56	\$9.29 - \$16.56
Fentanyl citrate 100 mcg carpulet	\$1.36	\$1.36 - \$1.68
Furosemide (lasex) 40 mg/4ml IV	\$0.78	\$0.78 - \$0.85
Glucagon kit	\$99.70	\$99.7 - \$164.86
Lidocaine 100mg/5ml -injectable	\$2.90	\$2.90 - \$8.14
Lidocaine 1g/250ml (4% drip)	\$6.25	\$4.05 - \$6.25
Lidocaine Jelly	\$4.83	\$4.83 - \$6.05
Lorazepam ampule	\$1.81	\$1.81 - \$4.35
Lorazepam carpulet	\$3.13	\$3.13 - \$4.88
Magnesium sulfate 1gm/2ml	\$0.69	\$0.69 - \$1.94
Methylprednisolone 125mg/2ml	\$0.46	\$0.46 - \$8.22
Metoprolol (3-vial dose)	\$7.80	\$7.80
Midazolam	\$2.31	\$2.31 - \$3.26
Naloxone (narcane) 10ml (0.4mg/1ml)	\$20.91	\$20.91 - \$25.45
Neo-Synephrine	\$4.66	\$4.66 - \$5.86
Nitroglycerin 0.4 mg tablet	\$0.06	\$0.06 - \$0.09
Normal saline 1000cc	\$1.24	\$1.24 - \$1.36
Normal saline 250cc	\$1.11	\$1.11 - \$1.18
Normal Saline 50cc	\$1.23	\$1.23 - \$1.93
Oral Glucose	\$4.56	\$4.56 - \$5.02
Sodium bicarbonate 50 meq	\$3.13	\$3.13 - \$9.13
Sodium chloride 0.9%/10 ml	\$0.61	\$0.61 - \$1.36
Sterile Water 10ml	\$0.40	\$0.40 - \$1.31
Sterile Water 500ml	\$1.18	\$1.18 - \$1.35
Succinylcholine	\$3.30	\$3.30
Terbutaline sulfate	\$3.30	\$3.30 - \$8.33
Vecuronium bromide	\$3.73	\$3.73 - \$5.91
Zofran (ondansetron) 4mg/2ml cartridge w/Luer Lock	\$1.40	\$1.40 - \$7.66

* Fees for medications are subject to change based upon changes in EMS costs for these products.

Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) Training

Heart Association CPR Training Booklets/Cards	\$1.50	\$3.00
Heartsaver AED Training Book	\$10.00 /book	\$15.00 /book
First Aid Adult AED and Pediatric Training Book - AHA	\$12.50 /book	\$15.00 /book

Internship

Paramedic-Intermediate	\$1.65 /hour	\$2.00 /hour
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Continuing Education/Training

Certificates		
ACLS	\$4.50 /certificate	\$5.00 /certificate

2013-2014 Fee Schedule--Emergency Medical Services Department

	Approved 2012-13	Proposed 2013-14
AMLS		
Initial	\$15.00 /person	\$17.00 /person
Recertification	\$10.00 /person	\$12.00 /person
PALS	\$4.50 /person	\$5.00 /person
PHTLS		
Initial	\$15.00 /person	\$17.00 /person
Recertification	\$10.00 /person	\$12.00 /person
Book Fees		
PHTLS	\$60.00 /person	\$65.00 /person
Other National Course Card Books	\$45.00 /person	\$55.00 /person
ITLS	\$52.00	\$65.00 /person
EPC		\$60.00 /person