

Special Finance Committee Meeting

Agenda

Friday, September 2, 2016

**Spruce Conference Room
749 Main Street
8:00 AM**

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|----------------|--|
| 8:00 AM | I. CALL TO ORDER AND APPROVAL OF AGENDA |
| 8:00 – 9:55 AM | II. REVIEW OF KEY INDICATORS <ul style="list-style-type: none">• Utilities (Solid Waste, Recycling and Composting)• Administrative and Support Services (Sustainability, Facilities Maintenance and Fleet Maintenance)• Open Space & Trails |
| 9:55 AM | III. FUTURE AGENDA ITEMS <ul style="list-style-type: none">• Recreation• Community Design• Economic Prosperity• Administration & Support Services (remaining) |
| 10:00 AM | IV. ADJOURN |

Utilities Program Key Indicators Solid Waste, Recycling, and Composting Sub-Program

Goals

Ensure safe, reliable, great tasting water; properly treated wastewater; effective stormwater control; successfully managed solid waste; and competitive prices for all services.

Objectives

Provide a cost effective curbside weekly trash pickup and bi-weekly recycling and compost pickup that delivers customer satisfaction and a reasonable diversion rate.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Total Households Served	Units			
Weekly Trash Service Customers	Units			
Bi- weekly Recycling Service Customers	Units			
Bi- weekly Composting Service Customers	Units			
Service Billing Recipients	Units			
Efficiency				
Total expenditures per ton of material	\$/ton			
Average monthly billing cost/account	\$			
Effectiveness				
% of Waste Diverted from Landfill	%			
Solid Waste Tonnage/Resident	Tons/Capita			
Recyclables Tonnage/Resident	Tons/Capita			
Compostable Materials Tonnage/Resident	Tons/Capita			
Overall Performance Rating on Citizen Survey ¹ (Quality of Louisville Water)	% Excellent or Good			
Monthly bill for small container choice ²	\$/Mo			
Monthly bill for midsize container choice ²	\$/Mo			
Monthly bill for large container choice ²	\$/Mo			
¹ Based on survey of customers. The 2016 Citizen Survey did not cover this service. ² Small=32/32/32 for Trash, Recycling and Compost, Midsize=32/64/64, Large=96/96/32				

Administration & Support Services Program Key Indicators Sustainability Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Use environmental, economic, and human resources to meet present and future needs without compromising the ecosystems on which we depend. Actively pursue energy efficient upgrades to realize cost savings and reduce environmental impacts.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Sustainability Programs	Units			
Waste Generation and Diversion	Items			
Sourcing Practices	Items			
Efficiency				
BTUs/Gross Square Foot	BTU/GSF			
Effectiveness				
GHG Emissions/per Capita	CHG/Capita			
Water Use/per Capita	Gallons/Capita			
Energy Use/per Capita	KwH/Capita			
% of City Fleet using Alternative Fuels	%			
Cost Savings from Energy Upgrades	\$ Saved			
Respondents Rating "Encouraging Sustainability For Both Residential and Commercial Properties as "Essential" or "Important" ¹	% Essential or Important	67%		
¹ Based on the 2016 Citizen Survey results.				

Administration & Support Services Program Key Indicators Facilities Maintenance Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Provide safe, clean, and well maintained buildings in a cost effective manner. Prioritize preventative maintenance to ensure facilities are operating efficiently reducing unnecessary energy usage.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Gross SF of Buildings	GSF			
Emergency Maintenance	Items			
Efficiency				
Expenditures per/Gross SF	\$/GSF			
Custodial Expenditures per/GSF	\$/GSF			
Work Orders per FTE	WO/FTE			
GSF/FTE Maintenance Staffing	GSF/FTE			
\$/Custodial GSF	\$/GSF			
Building Energy Efficiency Ratings	Ratings			
FTE Hours by Building/Program	Hours			
FTE Hours by Category	Hours			
Planned Maintenance Completed per FTE	Items			
Effectiveness				
Work Order Satisfaction Rating ¹	Rating			
Overall Facilities Condition Index	Index			
Average Building Lifespan	Years			

¹ Based on an annual electronic survey of City employees.

Administration & Support Services Program Key Indicators Fleet Maintenance Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Provide routine, high-quality, preventative maintenance to City owned vehicles, extending their length of service. Maintain standards to replace or re-purpose City vehicles when needed.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Vehicle Preventative Maintenance	\$			
Vehicle Replacement Evaluations	Items			
Vehicles Replaced	Units			
Fleet Inventory	Units			
Fuel - Gasoline	Gallons			
Fuel - Diesel	Gallons			
Efficiency				
Maintenance \$/ per Fleet Vehicle	\$/Vehicle			
Vehicles per FTE	Vehicle/FTE			
Effectiveness				
Internal Performance Rating	Rating			
\$ per Gallon Diesel	\$/Gallon			
\$ per Gallon Gasoline	\$/Gallon			
Annual Fleet Miles	Miles			

Open Space & Trails Program Key Indicators Maintenance and Management Sub-Program

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

Manage the City's Open Space properties in a manner consistent with good stewardship and sound ecological principles that benefits citizens of Louisville by promoting native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Open Space acreage	Acres	695	695	695
Open Space expenditures	Total Exp.	\$451,930	\$446,010	\$504,340
Weed mitigation	Total Treated			
Contracts managed annually	Contracts			
Ranger Naturalist citations	Citations			
Ranger Naturalist verbal warnings	Warnings			
Ranger Naturalist written warnings	Warnings			
Efficiency				
Open Space expenditures per acre	Exp./Acres	\$650.00	\$642.00	\$726.00
Open Space expenditures per capita	Exp./Capita	\$22.54	\$22.19	\$25.09
High Priority weed species treated	% of total			
Colorado "A List" species treated	% Treated			
Effectiveness				
Overall performance rating on Citizen Survey ¹	% Excellent or Good	87%	??%	
Percentage of all Open Space Designated	% of Total	77%		
Contracts Managed Annually	# of Contracts			
¹ Based on the 2016 Citizen Survey results.				

Open Space & Trails Program Key Indicators Education and Outreach Sub-Program

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation

Objectives

To conserve and restore Open Space through land acquisition and management for the protection of natural and cultural resources and provide opportunities for education, volunteering and appropriate passive recreation.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Education programs	Programs	25	24	24
Participants	Participants	683	700	800
Volunteer programs	Attendance			
Volunteer hours donated	Hours			
Efficiency				
Average participants per program	Participants/ Programs	27	29	33
Average hours per volunteer program	Hours/ Program	Not Measured		
Effectiveness				
Overall Performance Rating on Citizen Survey ¹	% Excellent or Good	??%	??%	
Average overall rating of Education Programs ²	Rating on scale of 1 to 4	1.0	1.0	1.0
Average overall rating of Volunteer Programs ²	Rating on scale of 1 to 4			
¹ Based on the 2016 Citizen Survey results. ² Based on evaluation cards submitted at conclusion of each program with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Open Space & Trails Program Key Indicators Trail Maintenance Sub-Program

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

All trails satisfy established maintenance criteria.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Trails - total miles	Miles	33.8	38.3	40.7
Trails - soft surface	Miles	14.5	14.9	15.5
Trails - hard surface	Miles	19.3	23.4	25.2
Wayfinding signage	Units			
Sq Yards Repaired	SQ Yards			
Efficiency				
Sub-Program cost per mile	\$			
Time to resolve reported maintenance item	Days			
Effectiveness				
Overall Performance Rating on Citizen Survey ¹ (Maintenance of Trail System)	% Excellent or Good	90%	%	
Ave. Maintenance Rating ² Hard Surface	OSAB Rating			
Min. Maintenance Rating ² Hard Surface	OSAB Rating			
Maintenance Rating ² Soft Surface	OSAB Rating			
Min Maintenance Rating ² Soft Surface	OSAB Rating			
¹ Based on the 2016 Citizen Survey results. ² Based on annual OSAB review of each trail segment with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Open Space & Trails Program Key Indicators New Trails Sub-Program

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

A trail system that enriches the experience of living in Louisville by providing opportunities for citizens to reconnect with nature and their cultural heritage while also enhancing their mental and physical well-being.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
Prioritized list of trail connections/crossings to complete (Wayfinding Plan)	Y/N	Y	Y	Y
Efficiency				
Staff hours devoted to this Sub-Program	Hours			
Effectiveness				
Number of trail connections and crossings remaining to be completed	Total	25	25	14
Overall Performance Rating on Citizen Survey ¹	% Excellent or Good	??%	??%	
¹ Based on the 2016 Citizen Survey results for "Adequacy of parks, bike paths, playing fields and playgrounds".				
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Open Space & Trails Program Key Indicators Acquisition Sub-Program

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

Maintain an up to date list of high-priority candidate properties for acquisition. Contact each property owner and, based on the owner's expressed interests, determine the most effective strategy for voluntary acquisition of each candidate property. Maintain contact with each property owner consistent with their expressed interests. Voluntarily acquire candidate properties at a price that reflects the current market value for comparable property (considering all development restrictions, size, location, existing development, and other relevant factors). Maintain funding for acquisition consistent with adopted Council policy.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$???	\$???	\$???
Workload				
OSAB ranked & Council approved Candidate Properties	Units	20	20	20
Property owners contacted	Contacts			
Efficiency				
Ratio of staff time devoted to acquisition related activities divided by # of Properties	Hrs/Properties			
Effectiveness				
Candidate list is up to date	Annual Review			
Rights of First Refusal secured	Rights			
Conservation Easements secured	Units			
Service level rating ¹	Rating on scale of 1 to 4	?	?	?
¹ Based on evaluation cards provided during each meeting with each property owner. Scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				