

COUNCIL PRIORITIES / OPERATIONAL INITIATIVES

FINANCE				d.wilson@ci.sutherlin.or.us
Objective: Goals 4 & 5	Due Date	Council Date	Status	
Explore tax credit program for owners making property improvements				
1. Determine what "tax credits" could be created by the City	TBA		On hold pending "Oregon Only" project	
2. Perform a cost/benefit analysis of such a program	TBA			
3. Develop a staff report	TBA			
4. Report to Council	TBA			
Objective: Goals 1,2, 3, 4 & 5	Due Date	Council Date	Status	
Create a Street Management Masterplan w/Funding Options (2017 Priority)				
1. Establish a methodology and timeline report to Council	2018		To create after Central Avenue project is completed	
2. Budget for a complete street condition and maintenance plan	2018			
3. Conduct analysis of options for reestablishing a funding mechanism for on-going Street Maintenance	2018			
4. Report both the new plan and funding options to Council (Workshop)	Nov '18			
Objective: Goal 5	Due Date	Council Date	Status	
Develop a long-term facility & physical asset equipment replacement reserve (2015-16 Priority)				
1. Coordinating with departments, identify physical assets and their expected remaining life	Apr '17		On-going	
2. Determine replacement cost of physical assets	May '17		To update during each budget process	
3. Finalize replacement forecast	May '17		Completed	
4. Report to Council	Apr '17	6/14/2017	Completed - Emailed to Council	
Objective: Goal 5	Due Date	Council Date	Status	
Create a long-term budget forecast				
1. Project revenues over a five-year horizon	Aug '17		Completed	
2. Project expenditures over a five-year horizon	Aug '17		Completed	
3. Combine projections for projecting fund balance	Aug '17		Completed	
4. Report to Council	Oct '17	11/13/2017	Report in Council Packet	
Objective: Goals 1, 3, 4, 5 & 6	Due Date	Council Date	Status	
Consider implementation of Urban Renewal District				
1. Present options to Council	TBA		Hold pending Council Action	
2. Develop formation timeline & process	TBA			
3. Council decision	TBA			
Objective: Goals 2 & 3	Due Date	Council Date	Status	
Enact a Court Fine Amnesty Program				
1. Determine scope of program and advertise	Dec '16		Completed	
2. Manage program	Jan '17		On-going	
3. Assess success of program and make recommendations as to future programs	Feb '17		Completed	
4. Report	Apr '17		To email report to Council	

Note: "Report to Council" can be a written Strategic Plan Update, Presentation or Workshop

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Objective: Goal 5	Due Date	Council Date	Status	
Infrastructure Finance Plan				
1. Identify industrial zoned lands lacking Water & Sewer service and other public facilities	TBA		Hold pending Council action	
2. Develop cost data that would identify cost of each public facility for each site.	TBA			
3. Report to Council	TBA			
Objective: Goal 5	Due Date	Council Date	Status	
Earn a "clean audit" (On-going)				
1. Preliminary field work with auditors and issue confirmation letters	Jun '17		Completed	
2. Close books (accounts receivable and accounts payable)	Aug '17		Completed	
3. Prepare for and assist with final field work with auditors	Sep '17		Completed	
4. Review draft of the financials and prepare the Management Discussion & Analysis	Nov '17		Completed	
5. Accept audited financials and present to council	Nov '17	11/13/2017	Completed	
6. File with the state and provide continuing disclosure on outstanding debt issues	Dec '17		Completed	
Objective: Goal 5	Due Date	Council Date	Status	
Continue WWTP reporting compliance and ARRA reporting until completion				
1. Monthly project management reports and certified payrolls	ongoing			
2. Change order requests	ongoing			
3. DEQ Reporting	ongoing			
4. Final Report to Council	TBA			
Objective: Goal 5	Due Date	Council Date	Status	
Examine System Development Charge (SDC) Rates (2017 Priority)				
1. Budget for a complete SDC study	Jun'17		Completed	
2. Establish a methodology and timeline and report to Council	Jul '17	7/24/2017	Completed	
3. Conduct applicable city survey	Dec '17			
4. Re-examine the city's forecast infrastructure costs	Jan '18			
5. Develop new SDC matrix and present to Council (Workshop)	Mar '18	3/26/2018	Presented to Council 1/22/18 meeting	

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