



Request for City Council Committee Action from the Department of Public Works

Date: July 28, 2015

To: Honorable Kevin Reich, Chair Transportation & Public Works Committee

Refer To: Honorable John Quincy, Chair, Ways & Means Committee

Subject: **Special Service Districts 2015 operating plan and budget amendments**

Recommendation:

Amend the 2015 operating plans and budgets for the Bloomington-Lake, Central Avenue, Chicago-Lake, Dinkytown, Lyndale-Lake and Uptown Special Service Districts to incorporate 2014 year-end budget surpluses.

Previous Directives:

June 5, 2015: City Council adopted amendments to Title 17, of the Minneapolis Code of Ordinances relating to Streets and Sidewalks enabling Special Service Districts additional options to address year-end budget surpluses or deficits.

Department Information:

Prepared by: Andrew Carlson, Public Works Project Manager, 612-673-2836

Approved by: _____

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenter in Committee: Andrew Carlson, Public Works Project Manager

Reviews

- Permanent Review Committee (PRC): Approval _NA_
- Civil Rights Approval Approval _NA_
- Policy Review Group (PRG): Approval _NA_

Financial Impact

- Action is within the approved budget

Community Impact

- Neighborhood Notification: Not Required
- City Goals:

- 1) A hub of economic activity and innovation: Businesses—big and small—start, move, stay and grow here.
- 2) Great Places: Natural and built spaces work together and our environment is protected.

Supporting Information

For many years, Special Service District (SSD) advisory boards have requested the ability to “roll over” surpluses and deficits from the prior year to the current year to help maintain a more consistent assessment level and avoid major swings in the annual service charges ratepayers see on their tax statements. On June 5, 2015, City Council adopted amendments to Title 17, of the Minneapolis Code of Ordinances relating to Streets and Sidewalks enabling Special Service Districts additional options to address year-end budget surpluses or deficits.

The ordinances allow advisory boards to now recommend their preferred option to the City. Staff has met with all the advisory boards and is bringing forward recommendations from those districts requesting to roll over their previous year surplus or deficit to the current year. Districts who chose to apply the surplus or deficit to the next ensuing year will be brought to City Council as part of the annual budget setting process in September and October.

BLOOMINGTON-LAKE SPECIAL SERVICE DISTRICT

The Bloomington-Lake Special Service District Advisory Board recommends their adopted 2015 operating plan and budget be amended as follows:

Budget Line Item	2015 Budget Amount	Adjustment	Amended 2015 Budget
Sidewalk Snow Services	\$ 3,000		\$ 3,000
Streetscape Banners	\$ 3,000		\$ 3,000
Seasonal Decoration	\$ 6,500		\$ 6,500
Litter Container Pick-up	\$ 11,000		\$ 11,000
Streetscape Maintenance & Repair	\$ 13,000	\$6,352	\$ 19,352
Sidewalk Sweeping	\$13,500		\$13,500
Streetscape Trees	\$ 6,500		\$ 6,500
TOTAL	\$ 56,500		\$ 62,852

The Bloomington-Lake SSD ended fiscal year 2014 with a budget surplus of \$16,352. Staff has met with and presented this information to the advisory board. The advisory board, having reviewed and discussed the information, now recommends that \$6,352 of the \$16,352 budget surplus be rolled over to the 2015 budget so funds can be available in the current year. The amended budget for 2015 would be \$62,852. The remaining \$10,000 surplus will be applied to the next ensuing year's budget and brought to City Council as part of the annual budget setting process in September.

The proposed adjustment would not affect current year service charge assessments for ratepayers.

Staff recommends approval of the proposed Bloomington-Lake Special Service District 2015 budget amendment.

CENTRAL AVENUE SPECIAL SERVICE DISTRICT

The Central Avenue Special Service District Advisory Board recommends their adopted 2015 operating plan and budget be amended as follows:

Budget Line Item	2015 Budget Amount	Adjustment	Amended 2015 Budget
Sidewalk Snow Services	\$ 65,000		\$ 65,000
Landscape Maintenance and Beautification	\$ 6,000		\$ 6,000
Streetscape Maintenance and Repair	\$6,500	\$59,329	\$65,829
Decorative Lighting	\$ 22,000		\$ 22,000
TOTAL	\$ 99,500		\$ 158,829

The Central Avenue SSD ended fiscal year 2014 with a budget surplus of \$59,329. Staff has met with and presented this information to the advisory board. The advisory board, having reviewed and discussed the information, now recommends that the entire \$59,329 budget surplus be rolled over to the 2015 budget so funds can be available in the current year. The amended budget for 2015 would be \$158,829.

The proposed adjustment would not affect current year service charge assessments for ratepayers.

Staff recommends approval of the proposed Central Avenue Special Service District 2015 budget amendment.

CHICAGO-LAKE SPECIAL SERVICE DISTRICT

The Chicago-Lake Special Service District Advisory Board recommends their adopted 2015 operating plan and budget be amended as follows:

Budget Line Item	2015 Budget Amount	Adjustment	Amended 2015 Budget
Streetscape Banners	\$ 3,000		\$ 3,000
Seasonal Decoration	\$ 6,500		\$ 6,500
Litter Container Pick-up	\$ 6,000		\$ 6,000
Streetscape Maintenance & Repair	\$ 9,000		\$ 9,000
Streetscape Cleaning Services	\$ 10,000		\$ 10,000
Streetscape Landscaping & Tree Maintenance	\$12,500	5,641	\$18,141
TOTAL	\$ 47,000		\$ 52,641

The Chicago-Lake SSD ended fiscal year 2014 with a budget surplus of \$20,641. Staff has met with and presented this information to the advisory board. The advisory board, having reviewed and discussed the information, now recommends that \$5,641 of the \$20,641 budget surplus be rolled over to the 2015 budget so funds can be available in the current year. The amended budget for 2015 would be \$52,641. The remaining \$15,000 surplus will be applied to the next ensuing year's budget and brought to City Council as part of the annual budget setting process in September.

The proposed adjustment would not affect current year service charge assessments for ratepayers.

Staff recommends approval of the proposed Chicago-Lake Special Service District 2015 budget amendment.

DINKYTOWN SPECIAL SERVICE DISTRICT

The Dinkytown Special Service District Advisory Board recommends their adopted 2015 operating plan and budget be amended as follows:

Budget Line Item	2015 Budget Amount	Adjustment	Amended 2015 Budget
Sidewalk Snow Services	\$ 75,000		\$ 75,000
Seasonal Lighting	\$ 40,000		\$ 40,000
Litter Management	\$ 35,000	\$23,721	\$ 58,721
Banners	\$ 2,000		\$ 2,000
Streetscape Maintenance & Repair	\$ 8,000		\$ 8,000
TOTAL	\$ 160,000		\$ 183,721

The Dinkytown SSD ended fiscal year 2014 with a budget surplus of \$23,721. Staff has met with and presented this information to the advisory board. The advisory board, having reviewed and discussed the information, now recommends that the entire \$23,721 budget surplus be rolled over to the 2015 budget so funds can be available in the current year. The amended budget for 2015 would be \$183,721.

The proposed adjustment would not affect current year service charge assessments for ratepayers.

Staff recommends approval of the proposed Dinkytown Special Service District 2015 budget amendment.

LYNDALE-LAKE SPECIAL SERVICE DISTRICT

The Lyndale-Lake Special Service District Advisory Board recommends their adopted 2015 operating plan and budget be amended as follows:

Budget Line Item	2015 Budget Amount	Adjustment	Amended 2015 Budget
Sidewalk Snow Services - Clearing	\$ 58,000		\$ 58,000
Streetscape Maintenance & Repair	\$ 20,000		\$ 20,000
Seasonal Tree Lighting	\$40,000		\$40,000
Streetscape Landscaping & Tree Maintenance	\$ 12,000	\$16,697	\$ 28,697
Trash Receptacle Servicing	17,000		17,000
TOTAL	\$ 147,000		\$ 163,697

The Lyndale-Lake SSD ended fiscal year 2014 with a budget surplus of \$16,697. Staff has met with and presented this information to the advisory board. The advisory board, having reviewed and discussed the information, now recommends that the entire \$16,697 budget surplus be rolled over to the 2015 budget so funds can be available in the current year. The amended budget for 2015 would be \$163,697.

The proposed adjustment would not affect current year service charge assessments for ratepayers.

Staff recommends approval of the proposed Lyndale-Lake Special Service District 2015 budget amendment.

UPTOWN SPECIAL SERVICE DISTRICT

The Uptown Special Service District Advisory Board recommends their adopted 2015 operating plan and budget be amended as follows:

Budget Line Item	2015 Budget Amount	Adjustment	Amended 2015 Budget
Sidewalk Snow Services	\$ 190,000		\$ 190,000
Sidewalk Sweeping & Cleaning	\$ 40,000		\$ 40,000
Trash Receptacle Servicing	\$ 30,000		\$ 30,000
Seasonal Lighting	\$ 66,000		\$ 66,000
Streetscape Maintenance & Repair	\$ 90,000	\$70,726	\$ 160,726
TOTAL	\$ 416,000		\$ 486,726

The Uptown SSD ended fiscal year 2014 with a budget surplus of \$70,726. Staff has met with and presented this information to the advisory board. The advisory board, having reviewed and discussed the information, now recommends that the entire \$70,726 budget surplus be rolled over to the 2015 budget so funds can be available in the current year. The amended budget for 2015 would be \$486,726.

The proposed adjustment would not affect current year service charge assessments for ratepayers.

Staff recommends approval of the proposed Uptown Special Service District 2015 budget amendment.