



Staff Report

File #: 21-398

Version: 1

Date: 9/13/2021

Item #:

TO: Mayor and City Council

FROM: Salem City Council and Salem Urban Renewal Agency Finance Committee

SUBJECT:

Priority Based Budgeting result area descriptions and definitions

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Natural Environment Stewardship; Safe Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

SUMMARY:

The result area descriptions and definitions are used as the Priority Based Budgeting (PBB) criteria to score City programs and ultimately determine their overall alignment with the City's priorities. Staff recommended changes and the Finance Committee deliberated, adjusted, and is recommending the changes in attachment 1 for the City Council's consideration.

ISSUE:

Shall the City Council adopt the updated result area descriptions and definitions as recommended by the Finance Committee?

RECOMMENDATION:






Adopt the updated result area descriptions and definitions as recommended by the Finance Committee.

FACTS AND FINDINGS:

The City of Salem has over 460 active programs in its fiscal year 2022 budget. Examples of some of these programs include Police Patrol, Business Retention and Recruitment, and Natural Areas Management. Each program is assigned to a home result area; for example, the Police Patrol program is in the Safe Community result area.

Annually, City Departments review their current programs. This review can include proposing new programs, combining, renaming or redefining existing programs. The conclusion of the process is a scoring exercise to assess how each program is aligned with the definitions of each result area. Then, a peer review group comprised of staff from multiple departments reviews all programs and scores in one result area or basic program attribute, to either validate or change department scores. Scoring changes by the peer review group to the department score are used in calculating the final score which determines if a program is least, less, more or most aligned with overall City priorities and outcomes.

An example from the fiscal year 2022 budget can be seen below for Municipal Court programs in the Safe Community result area. The result of the score assigned to each program can be found under the "alignment" column.

General Fund Programs and FTE	FY 2021 Program Budget	FY 2022 Program Budget	Staff	Alignment					
Community Service Monitoring	125,160	115,920	0.79	Less	✓	✓			✓
Court Customer Service	230,860	240,670	2.49	Least		✓			✓
Court Proceedings - Criminal	834,340	966,630	3.57	Less		✓		✓	✓
Court Proceedings - Violations	295,120	311,410	2.24	Less		✓			✓
Court Security	87,640	75,680	0.11	Least		✓			
Criminal Court Jury Coordination	63,270	61,080	0.39	Least		✓			
Probation / DUII Diversion Monitoring	135,610	137,330	1.04	Less		✓			✓
Records Management - Court	171,210	180,150	1.69	Least		✓			
Violations Bureau	237,830	236,320	2.72	Least		✓			✓
Total General Fund \$ 2,181,040 \$ 2,325,190 15.00									

The check marks on the right-hand side of the table indicate if a program in some way supports other outcomes besides their home result area. Most City programs support the desired outcomes of multiple result areas. Using this table as example, the Court Customer Service program not only supports the Safe Community result area but also Welcoming & Livable Community.

BACKGROUND:

In 2018, work began to align the City's budget with six core areas, called result areas that describe the major outcomes for the City. These six areas include: Safe Community, Welcoming and Livable Community, Strong and Diverse Economy, Safe, Reliable and Efficient Infrastructure, Natural Environmental Stewardship and Good Governance. These result areas are now included in other major planning documents such as the Strategic Plan and the Council Policy Agenda.

Josh Eggleston
Chief Financial Officer, AIC

Attachments:

1. Priority Based Budgeting definitions - recommended changes
2. Priority Based Budgeting definitions - redlined recommended changes

