



## FY 2016 Budget Worksession – General Government

### Issues/Discussions/Findings

#### Financial Overview – Budget Office

Commissioner Smith – Provide the Board with a list of the program offers associated with the \$9.2 million of ongoing General Fund in the Proposed Budget.

**RESPONSE:** See attached.

Commissioner Smith – Provide a comparison of the FY 2015 Adopted Video Lottery to the FY 2016 Video Lottery by program.

**RESPONSE:**

#### Budgeted Video Lottery Expenditures

*FY 2015 Adopted vs. FY 2016 Approved*

#### Program

Offer#	Program Name	FY 15	FY 16
10021	State Mandated Expenses (for <i>East County Courthouse Debt</i> )	392,088	392,089
25136A	Homeless Youth System (HYS)	1,004,023	1,014,642
25139A	Anti-Poverty Services (AP) <sup>1</sup>	77,924	0
25139C	AP - Computers for Head Start Graduates <sup>2</sup>	20,000	0
50028	Adult Day Reporting Center	1,561,785	1,506,827
50033	Adult Londer Learning Center	750,197	805,155
72011	FRM Economic Development	196,156	174,933
72022A	Summer Works Internship	250,000	370,000
91027	Land Use Comprehensive Plan Update	586,000	597,181
		<b>4,838,173</b>	<b>4,860,827</b>

#### Notes:

1. Funding for 25139A - Anti-Poverty Services was shifted to General Fund for simplification.
2. Funding for 25139C - Computers for Head Start Graduates was OTO in FY 2015. Funded same amount in FY 2016 using OTO General Fund.

Chair Kafoury – Schedule a PERS Update during the Budget Worksessions.

**RESPONSE:** A briefing is scheduled for June 10<sup>th</sup> 10:30am – 11:30am

### FY 2016 New Ongoing Funds

Program Offer Number	Program Offer Name	Program Offer Type	FY 2016 Expenditures
10009C-16	DSS-Justice Funding	Innovative/New Program	86,849
10012B-16	Emergency Management - RDPO/Community Emergency Notification System	Innovative/New Program	85,000
10016B-16	East County Liaison	Innovative/New Program	139,040
15203B-16	Rockwood Neighborhood DA	Innovative/New Program	167,315
15203C-16	Albina Neighborhood DA	Innovative/New Program	190,851
25000B-16	Director's Office - Strategic Data and Outcome Team	Existing Operating Program	108,628
25002B-16	Business Services and Operations - Contract Specialist	Support	86,700
25014B-16	DD Abuse Investigations - Program Technician	Existing Operating Program	83,234
25014C-16	DD Abuse Investigations - Program Specialist	Existing Operating Program	107,039
25025B-16	ADVSD Veterans Ombudsman	Innovative/New Program	100,000
25044B-16	Domestic Violence Administration and Coordination - Backfill Fatality Review Team	Administration	74,076
25047B-16	Domestic Violence Enhanced Response Team - Expansion	Innovative/New Program	135,000
25111B-16	Year Round (Warming) Center	Existing Operating Program	90,000
25133D-16	A Home for Everyone Housing Placement & Retention	Innovative/New Program	2,000,000
25136B-16	Recovery Oriented Services and Engagement (ROSE)	Existing Operating Program	471,000
25139E-16	AP - Economic Opportunity Initiative	Innovative/New Program	175,000
25145B-16	SUN Community Schools Expansion - Parkrose	Innovative/New Program	70,000
25145C-16	SUN Community Schools Expansion - Gresham Barlow	Innovative/New Program	70,000
25145D-16	SUN Community Schools Expansion - Reynolds	Innovative/New Program	140,000
25149C-16	Culturally Specific Youth Case Management for SUN	Innovative/New Program	250,000
25152B-16	Early Kindergarten Transition Program - Expansion	Innovative/New Program	85,000
25154-16	Youth Prevention Services	Existing Operating Program	130,000
25155B-16	Sexual Minority Youth Services - Expansion	Innovative/New Program	160,000
25156B-16	Bienestar Social Services Scale: Improve Access	Innovative/New Program	70,000
25156C-16	Bienestar Social Services: Expand Service Capacity	Innovative/New Program	100,000
25159B-16	School Attendance Supports: Expand Services	Innovative/New Program	575,000
40052B-16	Medical Examiner Supervision	Existing Operating Program	118,483
40059A-16	Corrections Health Mental Health Services	Innovative/New Program	411,631
50041-16	ASD State 1145 Funding Adjustment	Existing Operating Program	86,364
50065B-16	Early Intervention and Community Coordination	Innovative/New Program	500,000
72005B-16	FRM Strategic Sourcing Contract Administration	Innovative/New Program	103,948
72012-16	Evaluation and Research Unit	Innovative/New Program	328,290
72013-16	Capital Asset Strategic Planning	Innovative/New Program	349,650
72022A-16	Summer Works Internship	Existing Operating Program	370,000
91000B-16	Director's Office Management Assistant	Innovative/New Program	152,059
91000C-16	DCS Director's Office Research and Evaluation	Innovative/New Program	97,566
91007B-16	Veterinary Services Continuation	Innovative/New Program	235,000
91008B-16	Elections Voter Education & Outreach	Innovative/New Program	106,000
91021B-16	Land Use Planning Customer Service	Innovative/New Program	109,000
91021C-16	Land Use Planning Compliance	Innovative/New Program	109,000
			<b>8,826,723 Total</b>
10012A	Office of Emergency Management	Existing Operating Program	25,000 Program Increase
10020	Regional Arts & Culture Council	Existing Operating Program	129,318 Program Increase
			<b>8,981,041 Total</b>

## Department of County Assets (DCA)

Commissioner Smith – Provide a detailed list of the Energy Savings Performance Contract (ESPC) include the cost detail and guaranteed savings. In addition, provide the detail of costs associated with the Ameresco contract.

**RESPONSE:** Please find attached the ESPC Cost Detail. The Building Summary provides a break out of the data by Building and the Measure Summary lists each measure by building. The projects OTO project requests are identified in yellow.

Ameresco Contract was developed in two phases:

- Phase 1: \$68,000 to conduct a Commercial Energy Audit and Project Development Plan. Of this expenditure, the Energy Trust of Oregon is reimbursing the County \$22K.
- Phase 2: This contract is being developed and contingent upon the approval of the OTO request.

Commissioner McKeel – Provide a list of all the recommended ESPC projects/costs and identify which projects were included in the FY 2016 budget.

**RESPONSE:** Attached is an overview of the Multnomah County Energy Savings Performance Contract which includes all ESPC projects presented to the Chair.

ESPC Technical Energy Audit Project Summary

Individual Measure Detail

B#	Building	Measure Description	Guaranteed Utility Savings	State and ETO Incentives (Estimated)	Guaranteed Maximum Price	Project Cost Net of Incentives	Estimated Measure Payback
B314	Inverness Jail	Boiler Control Upgrade	\$ 1,909	\$ 2,547	\$ 51,042	\$ 48,495	25.4
B314	Inverness Jail	New Chiller	\$ 1,271	\$ -	\$ 315,150	\$ 315,150	247.9
B314	Inverness Jail	Tune Up Rooftop Units	\$ 9,133	\$ 20,157	\$ 55,470	\$ 35,313	3.9
<b>B314</b>	<b>Inverness Jail</b>	<b>Replace Shower Heads</b>	<b>\$ 36,723</b>	<b>\$ -</b>	<b>\$ 94,557</b>	<b>\$ 94,557</b>	<b>2.6</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>Retrofit Jailside Toilets</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ 785,540</b>	<b>\$ 785,540</b>	<b>5.8</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>I-Con Water Conrol System (Required)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 241,612</b>	<b>\$ 241,612</b>	<b>N/A</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>Replace Admin-side plumbing fixtures</b>	<b>\$ 6,429</b>	<b>\$ -</b>	<b>\$ 37,905</b>	<b>\$ 37,905</b>	<b>5.9</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>Replace Pre-rinse sprayers in kitchen</b>	<b>\$ 460</b>	<b>\$ -</b>	<b>\$ 842</b>	<b>\$ 842</b>	<b>1.8</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>Replace dishwasher</b>	<b>\$ 16,330</b>	<b>\$ -</b>	<b>\$ 334,052</b>	<b>\$ 334,052</b>	<b>20.5</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>Retrofit Ice Machines</b>	<b>\$ 157</b>	<b>\$ -</b>	<b>\$ 1,423</b>	<b>\$ 1,423</b>	<b>9.1</b>
<b>B314</b>	<b>Inverness Jail</b>	<b>Retrofit Garbage Disposal</b>	<b>\$ 1,574</b>	<b>\$ -</b>	<b>\$ 696</b>	<b>\$ 696</b>	<b>0.4</b>
B314	Inverness Jail	Lighting Retrofit	\$ 42,102	\$ 194,200	\$ 732,561	\$ 538,361	12.8
B311	JJC	Retro-Commissioning	\$ 7,860	\$ -	\$ 78,713	\$ 78,713	10.0
B311	JJC	Replace Shower Heads	\$ 5,451	\$ -	\$ 35,626	\$ 35,626	6.5
B311	JJC	Retrofit Jailside Toilets	\$ 19,543	\$ -	\$ 508,149	\$ 508,149	26.0
B311	JJC	I-Con Water Conrol System	\$ -	\$ -	\$ 172,919	\$ 172,919	N/A
B311	JJC	Replace Admin-side plumbing fixtures	\$ 10,375	\$ -	\$ 71,286	\$ 71,286	6.9
B311	JJC	Replace Pre-rinse sprayers in kitchen	\$ 254	\$ 77	\$ 282	\$ 205	1.1
B311	JJC	Replace dishwasher	\$ 2,002	\$ -	\$ 87,811	\$ 87,811	43.9
B311	JJC	Retrofit Ice Machines	\$ 147	\$ 466	\$ 1,262	\$ 796	8.6
B311	JJC	Upgrade Landscape Irrigation	\$ 32,947	\$ -	\$ 80,334	\$ 80,334	2.4
<b>B311</b>	<b>JJC</b>	<b>Lighting Retrofit</b>	<b>\$ 42,388</b>	<b>\$ 200,411</b>	<b>\$ 1,010,269</b>	<b>\$ 809,858</b>	<b>23.8</b>
B437	MCE	Tune Up Rooftop Units	\$ 2,002	\$ -	\$ 17,547	\$ 17,547	8.8
B437	MCE	DDC Tune Up	\$ 5,945	\$ -	\$ 108,331	\$ 108,331	18.2
B437	MCE	Temperature Sensor in Meeting Rooms	\$ 307	\$ 954	\$ 2,624	\$ 1,670	8.6
B437	MCE	Integrate Lighting and BAS System	\$ 674	\$ 1,415	\$ 5,248	\$ 3,833	7.8
B437	MCE	Replace Boilers	\$ 859	\$ 8,000	\$ 200,475	\$ 192,475	233.4
B437	MCE	Install Kitchen Hood VFD	\$ 3,194	\$ 4,817	\$ 13,257	\$ 8,440	4.2
B437	MCE	Install Low Flow Fixtures	\$ 4,510	\$ -	\$ 39,985	\$ 39,985	8.9
B437	MCE	Replace Pre-rinse sprayers in kitchen	\$ 53	\$ -	\$ 842	\$ 842	15.9
B437	MCE	Retrofit Garbage Disposal	\$ 172	\$ -	\$ 347	\$ 347	2.0
B437	MCE	Lighting Retrofit	\$ 10,513	\$ 15,977	\$ 193,112	\$ 177,135	18.4
B161	Mead	Tune up Furnace	\$ 1,422	\$ 1,915	\$ 5,271	\$ 3,356	3.7
B161	Mead	Retrocommission BAS System	\$ 5,010	\$ -	\$ 35,658	\$ 35,658	7.1
B161	Mead	Install Low Flow Fixtures	\$ 6,330	\$ -	\$ 31,215	\$ 31,215	4.9
B161	Mead	Install Cooling Tower Deduct Meter	\$ 3,821	\$ -	\$ 3,056	\$ 3,056	0.8
B161	Mead	Lighting Retrofit	\$ 3,954	\$ 15,455	\$ 208,415	\$ 192,960	52.7
B611	Midland Library	DDC Tune Up	\$ 2,670	\$ -	\$ 30,688	\$ 30,688	11.5
B611	Midland Library	Install Low Flow Fixtures	\$ 2,567	\$ -	\$ 7,591	\$ 7,591	3.0
B611	Midland Library	Sewer Deduct Meter	\$ 1,720	\$ -	\$ -	\$ -	-
B611	Midland Library	Upgrade Landscape Irrigation	\$ 2,570	\$ -	\$ 14,628	\$ 14,628	5.7
B611	Midland Library	Lighting Retrofit	\$ 6,282	\$ 8,344	\$ 124,469	\$ 116,125	19.8
Total			\$ 436,629	\$ 474,735	\$ 5,740,257	\$ 5,265,522	12.1

\*\*\* Bolded items are included in DCA One-Time-Only Program Offers for the FY16 Budget

## Library

Commissioner Smith – Provide a list of current vacancies (FY 2015) and those anticipated in FY 2016 by job class.

**RESPONSE:** Below is the library's current vacancy report as of May 15, 2015. This is the normal number of vacancies the Library experiences at any given moment, and we anticipate that the FY 2016 vacancy list would look very similar.

Job Class Name	Job Class #	Position #	FTE	Work Group
<b>Library Page</b>	<b>7203</b>			
		706257	0.50	Central
		715552	0.50	Central
		713790	0.50	Central
		705770	0.50	Central
<b>Library Access Services Assistant</b>	<b>7212</b>			
		708028	0.50	St. Johns
		715556	0.50	Central
		715893	0.50	Kenton
<b>Library Clerk</b>	<b>7202</b>			
		705174	1.00	Central
		702929	0.50	Central
BL Chinese		709879	0.50	Woodstock
<b>Library Assistant</b>	<b>7211</b>			
		714307	1.00	Kenton
		711566	0.75	Central ILL
BL Vietnamese		701206	0.75	Holgate
<b>Librarian</b>	<b>7222</b>			
BL Chinese REGIONAL		715971	0.50	Midland Regional
		701520	1.00	Capitol Hill
<b>Project Manager - Represented</b>	<b>6063</b>			
		713906	1.00	System Access & Info Svcs

## Debt Overview

Commissioner McKeel – Provide an overview of all the Financial and Budget Policies

**RESPONSE:** Worksession scheduled for May 14<sup>th</sup>.

## **Capital – County Management**

Commissioner McKeel – Provide the business case and timelines for 72013 Capital Asset Strategic Planning (DCM).

### **RESPONSE:**

#### **FY 2016 Proposed Workplan: Capital Analysis & Planning**

##### **Prior to July 1**

Continue to Refine Cash Flow Model

Continue to Gather Data (i.e., Life Cycle Costs, At Risk IT Applications, Road/Bridge Condition Reports)

Meet w/ Stakeholders

Begin Recruitment for Analyst Position (After Adoption of Budget)

##### **July – September**

Develop Charter for Capital Steering Committee/Technical Team

Work w/ DCA to Identify Projects That Should Not Be Included in CIP

- What Are Impacts on Rate Structure for FY 2017

Work w/ DCA to Identify IT Projects

- Create a Separate IT Capital Fund (Similar to What We Did w/ Sellwood Bridge and Courthouse)

Work w/ Budget Office and DCA /DCS to Develop a Standardized Reporting Process

Quarterly Meeting of Capital Steering Committee

##### **October – December**

Schedule Briefings w/ Commissioners to Update on Plan

- Clearly Lay Out Goals, What They Can Expect to See in FY 2017 Budget, and Address Concerns

Research Funding Options for Capital

- Work w/ DCA to Implement Recommendations From FASP

- Review Best Practices From Other Jurisdictions

Work w/ Budget and Stakeholders to Begin Development of Integrated 5 Year Capital Plan

Quarterly Meeting of Capital Steering Committee

##### **January – March**

Research Development of Master Plan For Capital

- How Do Other Jurisdictions Do This/What Are Best Practices?

Assess Long-Term Capital Infrastructure Needs

Develop Funding Plan For Current Major Projects (i.e., Timing of Debt Issuance)

- Identify Impacts on Operations

Develop a Process for Ongoing Monitoring and Reporting

Lead Preparation of Capital Budget for FY 2017

Quarterly Meeting of Capital Steering Committee

##### **April - June**

Report to Board on Year 1 Progress

Prepare Outline of a Master Plan (Recognize Time Horizons Different for IT and Facilities/Transportation)

Prepare and Present Report on Status of Ongoing Projects

Quarterly Meeting of Capital Steering Committee

## Capital – County Assets

BCC – Courthouse Project: provide a detailed timeline for the project and any updated costing that factors in both including the District Attorney's offices in the building or the cost to lease additional space for the District Attorney.

**RESPONSE:** Architect and Contractor selection will be complete in June 2015 and Final Design will start in August 2015. We will establish Guaranteed Maximum Price June 2016 with construction starting in December 2016. When a site has been selected and Architect and Contractor on-board in August the team will develop a cost comparison of constructing or leasing space for the District Attorney by November 2015.

Commissioner McKeel – Provide the detail of what Departments pay for Facilities costs. Break out the costs paid for Asset Preservation (AP) and Capital Improvement (CIP) Fees.

**RESPONSE:** Attached is the FY 2016 Facilities Published Allocation by Departments.

**FY 16 Facilities Published Allocations:**

Department	Operation & Maintenance	Debt	Lease	Utilities	Estimated Enhanced	Electronic Services	Departmental Service Requests	Asset Preservation Fund	Capital Improvement Fund	Total
DA	\$ 482,534	\$ -	\$ 151,452	\$ 160,983	\$ 12,721	\$ 618	\$ 8,596	\$ 73,630	\$ 174,292	\$ 1,064,826
DCA	781,070	557,153	62,863	236,071	38,247	-	226,744	193,934	351,795	2,447,877
DCHS	342,529	848,990	2,978,749	106,438	116,188	7,000	167,440	171,189	14,929	4,753,453
DCJ	1,781,855	344,015	609,172	593,643	240,840	172,976	136,080	674,526	317,960	4,871,067
DCM	523,132	980,209	1,278	119,902	57,643	3,000	371,840	285,136	10,102	2,352,242
DCS	753,441	3,476	14,405	345,970	2,686	2,142	245,800	216,699	280,581	1,865,200
HD	2,107,734	718,811	902,173	700,788	755,117	15,159	1,244,040	510,226	521,220	7,475,266
LIB	2,568,932	145,043	666,355	702,754	282,327	18,000	72,800	950,249	198,479	5,604,939
MCSO	3,757,534	436,606	178,378	1,783,645	47,392	379,788	227,640	1,000,121	1,133,039	8,944,143
NonD	2,538,504	584,183	265,067	898,595	110,108	32,019	103,600	383,358	860,860	5,776,294
<b>Grand Total</b>	<b>\$ 15,637,266</b>	<b>\$ 4,618,487</b>	<b>\$ 5,829,892</b>	<b>\$ 5,648,789</b>	<b>\$ 1,663,269</b>	<b>\$ 630,702</b>	<b>\$ 2,804,580</b>	<b>\$ 4,459,066</b>	<b>\$ 3,863,257</b>	<b>\$ 45,155,307</b>

## Capital – County Assets

Commissioner McKeel – Provide the disposition timeline for the McCoy Building.

**RESPONSE:** Depending on the progress of the HDHQ schedule, tentative timeline:

- FY 2016
  - Title Report
  - Appraisal
- FY 2017
  - Disposition

Commissioner McKeel – Provide line item detail for the New OTO Requests highlighted on Slide 33 of the presentation. Include what the ongoing maintenance and operations costs will be post implementation.

**RESPONSE:** Attached is the Information Technology OTO Request Detail.

**Information Technology OTO Requests Detail:**

Cost Element	Cost Element Name	PO 78058	PO 78037	PO 78020-C	PO 78020-D	PO 78020-E
		CRIMES	Cybersecurity	Convergence C (Courthouse)	Convergence D (Justice Ctr)	Convergence E (Hansen)
50320	Cash Transfer Revenue	\$ 100,000	\$ 1,725,000	\$ 706,000	\$ 375,000	\$ 344,000
<b>Revenue Total</b>		<b>\$ 100,000</b>	<b>\$ 1,725,000</b>	<b>\$ 706,000</b>	<b>\$ 375,000</b>	<b>\$ 344,000</b>
60170	Professional Services	\$ 100,000				
60290	Software Lic / Maint		\$ 1,155,000			
60550	Capital Equipment		\$ 570,000	\$ 706,000	\$ 375,000	\$ 344,000
<b>Expense Total</b>		<b>\$ 100,000</b>	<b>\$ 1,725,000</b>	<b>\$ 706,000</b>	<b>\$ 375,000</b>	<b>\$ 344,000</b>

**Ongoing operation and maintenance costs:**

- 1) Convergence is a program offer for the change of telephone lines to Voice over Internet Protocol (VoIP) for the three remaining buildings:
  - a) Costs are allocated by phone number count to the departments. Ongoing cost will be allocated through Internal Service Rates.
  - b) In FY16, each phone number will cost about \$308 annually. This is a \$35 per number reduction from FY15 due to savings from the new system County wide
  - c) The buildings are the current Downtown Courthouse, the Juvenile Justice Center, and the Hanson Building
- 2) CRIMES is the case management tool used by the District Attorney's office. This program offer supports the evaluation of a replacement system. A separate request will be made for the replacement system itself along with any necessary ongoing costs
- 3) Cybersecurity is a program offer with three components:
  - a) Replace the firewalls (first line of network defense): \$60,000 in ongoing maintenance allocated through internal service rates
  - b) Address key system vulnerabilities: no identified ongoing costs

## Capital – Community Services

Commissioner Smith – Provide a detailed breakout of what is included in the \$516 million seismic liability for the Burnside Bridge (slide 42).

### RESPONSE:

The \$516 million is composed of the following:

\$3M	Feasibility study
\$17M	Planning Phase/ Environmental Impact Study
\$2.2.M	Right of Way
\$47.8M	Design Engineering
\$47.8M	Construction Engineering/Inspection/Oversight
<u>\$398.2M</u>	<u>Construction Contract</u>
\$516.0M	Total

A brief explanation of each of the line items above follows below.

Feasibility Study - Includes a public involvement component; identifying potential rehabilitation and replacement options; developing a more in depth understanding of seismic deficiencies and potential retrofits of the existing bridge; identifying potential stakeholders; and identifying potential impacts, issues, and constraints of the future project. Updates cost information.

Planning Phase/Environmental Impact Study – Fulfills requirements established under the National Environmental Policy Act (NEPA). NEPA thoroughly investigates alternatives and impacts of a proposed project. Project includes public involvement and additional engineering studies. Updates cost information.

Right of Way – Identification and purchase of both temporary and permanent property for the construction of the project. This process must follow Federal and State law and County policies.

Design Engineering – Detailed engineering and development of plans, specifications, and

Construction Engineering/Inspection/Oversight – is the effort that the County makes to support the construction of the project, to verify that the project is being built properly, and to resolve issues as they come up in construction.

Construction Contract – is the money paid to the construction contractor for the materials, labor, and profit to actually build the project in the field.