

FY08/09 Budget Workshop



May 19, 2008

Purpose of Workshop

Overview of process to date

1. Update on revenue shortfall
2. Review strategy for dealing with the shortfall
3. Review of focus groups
4. Dept Reviews:
 - Information Technology / GIS / Telco
 - Facilities Construction & Maintenance



Revenue Shortfall Estimate - \$28 Million

- 8M – Amendment 1 (2nd – 25k exemption)
- 14.9M – Property de-valuations (10% est.)
- 4M – Shortfall in other revenue
- 1.1M – Increases in other budgets (Sheriff)

Unknowns

- De-valuations greater than 10%
- Health care costs
- Salary increases
- Fuel costs
- Other un-controllable costs

Strategy – Dealing With Revenue Shortfalls - \$28 Million

Milage re-direction (part of .6 mill)	3,586,327
Savings from this years budget	4,000,000
Capital project re-direction	11,000,000
Growth Management Fees	1,000,000
Potential health care cost savings	500,000
Department Reductions	8,000,000

Use of the .6 Mills – Capital Projects Fund

- Murdock Village – 20 year loan \$4,564,673
- Jail – 10 year loan \$2,849,000
- Revenue Shortfall \$3,586,327
- Total = \$11,000,000

July 1 – Additional Actions

Depending on property valuation certification

on July 1st –

- Departments have developed deeper reduction scenarios

Resident Focus Group

- 5 meetings (March and April)
- 15 members – Commissioner appointed

Resident Focus Group

- Modify bumping system to include both performance record, specific and higher skill requirements and within Departments where possible
- Ensure that each county department has some form of rigorous external operations review
- Require re-justification of any functions added within the last seven years

Resident Focus Group

- Freeze all capital projects in conceptual/design stages and require specific BCC approval of a project to move forward
- Continue hiring freeze with a process for allowable exceptions
- Conduct performance audits on a scheduled cycle

Staff Focus Group

- The core focus group consisted of 21 front line employees.
- We held 21 meetings across the County with an estimate (conservative) of 15 employees per session or 300 total (25% of the employee population) based upon 1207 employees at that time.

Staff Focus Group – Top Ten Ideas

- Energy Conservation programs – solar, green building, thermo pane
- Reevaluate & Prioritize capital projects
- Cut capital projects millage rate and move into general fund
- Comprehensive review of vehicles, energy efficiency, use, appropriateness
- Review fleet charges

Department Reviews

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Department Review Categories

- Efficiency
- Expense reductions
- Service reductions
- One-time expenses / Capital – not re-budgeted
- Personnel
 - Eliminated in FY07/08
 - Cuts in FY08/09

Facilities – Construction & Maintenance

- \$ 13.2 Million – Total budget
- \$ 9.8 Million – Ad Valorem Funded
- \$ 1.5 Million – Recommended reductions or 15% of Ad Valorem budget

Three divisions:

- Project Management
- Maintenance
- Security

Department Focus

- Maintenance – Importance of maintaining existing facilities and determining the proper level of service.
- Security - Administration Center and Justice Center
- Project Management – staffing levels will reflect workload

Efficiency - \$30,000

- Installing timers on Jail Showers
- Savings is after factoring the cost of the timers

Expense Reductions - \$58,058

- Reduction to Adopted FY07/08 operating expense budget
- Travel
- Books / Subscriptions
- Education
- Operating costs for leased trailers

Service Reductions - \$196,526

- Reductions to Cleaning Service
 - From 5 days a week to 2 days (current since Oct. 1st)
 - Recommend next level (from 2 days to 1 day)
 - Public areas and restrooms remain at 5 days

One-time Expenses / Capital / not re-budgeted

- One time expenses
- Expense in FY07/08
- Usually Capital Items
- Example: Purchase a piece of equipment this year; not budgeted next year

One-time Expenses / Capital / not re-budgeted - \$769,969

- Computer Equipment (laptops / GPS)
- Equipment for the Family Services Center
- Removal of leases trailers
- Tree replacement – Justice Center
- 2009 capital budget reduced
- Hallway tint – Admin Building
- Carpet and Blind replacement – Englewood Annex

Personnel Eliminated FY08 - \$198,421

- Based on BCC actions on 5/13/08
- Three positions eliminated:
 - Project Manager
 - Sr. Security Officer
 - Tech III

Personnel - Eliminated FY08/09

- Cut Project Manager positions (from 6 to 3)
- Cut 1 Administrative position

Board Direction

- Seek Board direction to accept staff recommendation of Facilities Construction and Maintenance reductions.

Information Technology / GIS / Telco

- \$ 6.6 Million – Total budget
- \$ 2.8 Million – Ad Valorem Funded
- \$ 1.8 Million – Recommended reductions or 65% of Ad Valorem budget

Two divisions:

- Information Services
- IT Operations

Efficiency - \$165,570

- Telephone savings due to vendor negotiations
- Completing work in-house versus through the use of a contractor
 - Disaster Recovery Plan
 - System Audits (telephone, network, security)
- Not renewing obsolete software
- Off-site tape storage no longer needed

Expense Reductions - \$525,838

- Reduction to Adopted FY07/08 operating expense budget
 - Travel
 - Books / Subscriptions
 - Education
 - Fiber Infrastructure – less needed in FY08/09

Expense Reductions – cont.

- Moving to “maintenance mode” will provide savings.
 - Defined as – no replacement or upgrading of equipment and no new projects for 2 years.
 - Will repair rather than replace
 - Some critical equipment will still need to be replaced

Service Reductions - \$40,000

- Less specialized software development
- Will not update GIS website
- These reflect “maintenance mode”

One-time Expenses / Capital / not re-budgeted - \$880,000

- Items completed:
 - Network Infrastructure
 - Software upgrades
 - Disaster Avoidance Synchronization
 - CMMS – phase I
- Vehicle purchased in FY07/08

Personnel Eliminated FY08 - \$162,116

- Based on BCC actions on 5/13/08
- Two positions eliminated:
 - Server Group Supervisor
 - IT Applications Supervisor

Personnel - Eliminated FY08/09

- Cut one technical position

Board Direction

- Seek Board direction to accept staff recommendation of Information Technology reductions.