



COMMISSIONERS :  
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FINANCIAL SERVICES DEPARTMENT  
BUDGET, FINANCE, & ECONOMIC AND COMMUNITY DEVELOPMENT DIVISIONS  
NICOLA J. SAPP  
DIRECTOR

SALLIE CLARK  
WAYNE WILLIAMS  
AMY LATHEN

## Citizen Budget Oversight Committee ("CBOC") Meeting

Thursday, May 22, 2008 at 5:00p.m.

Pikes Peak Regional Building, 2<sup>nd</sup> floor Hearing Room

Voting Members Present: Patrick Carter, Scott Turner, Michael League, John Taylor,

Terry Harris, Richard Williams, Teri Goodall, Katherine Oakey, Ken Kile, Stephen Meyer, Leslie Cook,  
Bob Shirilla, Nancy Lewis.

Absent: Vicki Taylor, Jan Doran, Steven Schneider, Victor Andrews

Non-Voting (Ex-Officio, Liaisons) Members Present: Steve Immel, Dr. John Burrington, Thomas Rosazza, Jeff Eckhart, Curtis Lorash, Jeff Greene, Nicola Sapp.

Absent: Steve Sery, Jeremy Milliman, Ed Browne, Jane Fredman

### I. CALL TO ORDER

The meeting was called to order at 5:10pm.

### II. OVERVIEW OF CBOC PROCESS AND BUDGET SITUATION

Budget Officer, Nicola Sapp presented a brief overview of the process that will be used to provide recommendations to the BoCC. Slides will be presented by the Directors of the various departments showing the proposed reductions and their impacts. The CBOC will discuss, prioritize, and present a summary list of proposed reductions to BoCC.

Nicola then gave a historical recap of the budget situation showing the 2005 – 2008 On-Going Reductions of \$20.6 million, 2007 Mid-Year Reductions of \$4.1 million, and the 2008 Mid-Year Reductions of \$8.85 million. She discussed the shortfall as being made up of the following components: revenue projections that are down a total as of March 31<sup>st</sup> of \$948,481; Emergency Items such as Fleet & Sheriff's fuel, Development Services fees and Self Insurance claims; and the COP refinance.

An overview of the 2008 Budget Balancing Options and Proposed Reductions were summarized prior to the presentations as being: Elected Offices/Agencies \$4,102,000; County Administration \$3,863,000; and other balancing options \$25,600,000.

### III. PRESENTATIONS BY ELECTED OFFICES/AGENCIES

A presentation was given by the Assessor's Office for a proposed budget reduction of \$30,000, which they intend on reaching by not hiring for a position that they were going to hire.

The Clerk & Recorder's Office has proposed budget reductions of \$400,000 through restricted funds and a \$10,000 operational budget reduction (Board of Equalization).

The District Attorney's Office presented budget balancing options that totaled \$400,000 that could be realized through \$200,000 in attrition savings, \$80,000 by postponing the hiring of 4 mandated positions, \$27,000 in travel/training, \$65,000 in office supplies, \$20,000 in liaison agency support, and \$8000 in employee functions.

The Sheriff's Office presented budget balancing options totaling \$948,000 through a reduction in force of 6 Detention Deputies, 6 Patrol Deputies, 2 Court & Transport Deputies, reducing budgeted overtime, under spending of the food contract, not replacing the Flood Warning System, reducing operating funding in Support Services, and reducing Professional Development Funding.

The Treasurer's Office proposed budget reductions of \$50,000 through attrition savings by reductions in personnel.



Budget Balancing Options were presented by DHS that amounted to \$1,800,000. This was shown through canceling contract services, eliminating positions, and loss of matching funds for the Child Support Enforcement. Under Child Protection a reduction in force, a reduction by 40% in adoption subsidies and foster care payments, and a loss in State and Federal Funds allocation. In DHS County Administration, there would be a large reduction in force, mandated funding eliminated, loss of State and Federal funding and allocation, loss in County contingency funding, loss in food assistance to local grocers, and a loss in Medicaid payments to local providers. The other option provided by DHS was to leverage the equity in their building for a total of \$2.5 million using \$1.8 million to balance the General Fund budget and repaying the equity over 20 years using mostly State and Federal matching dollars to make the payments.

The County Attorney's Office presented budget balancing options of \$57,000 to be realized through attrition savings.

The Health Department came up with proposed reductions of \$407,000 out of the \$500,000 that was requested to be addressed. This could be done through the suspension of local body art regulations, suspending local meth lab regulations, and a reduction in force of 6 FTEs.

#### IV. MOTION TO APPROVE PRIOR MEETING'S MINUTES

A motion was duly made and seconded and approved by a majority of the members present to approve the minutes from last week's minutes as written.

It was also stated at this time that the meeting would be available on video for those members not in attendance.

#### V. PRESENTATIONS BY COUNTY ADMINISTRATION DEPARTMENTS

Presentations were given for budget balancing options for the following administration departments:

Administration - \$100,000 through \$80,000 by cutting the Humane Society Contract and \$20,000 through personnel reduction.

Security & Parking - \$146,000 through personnel reduction of 7 FTEs. This would result in the elimination of scheduling flexibility, reduction in checkpoints at the Judicial Complex, no security at night or weekends, limited or no response for services downtown, and reduction or no specialized security services.

Environmental Services - \$200,000 through personnel reduction of 3 FTEs resulting in virtual destruction of the department in personnel and operations.

Facilities - \$500,000 through personnel reduction of 5 FTEs and reduction in operations/maintenance. This would result in reductions in preventative maintenance and no funding for essential in-house projects or materials to repair equipment failures.

Parks - \$560,000 through personnel reduction of 5 FTEs, closure of Bear Creek & Fountain Creek Nature Centers (5 FTEs), cancel landscape contracts, and reduce General Fund Operations. An additional \$110,000 from the Conservation Trust Fund was proposed by cutting 5 FTEs.

CSU Extension - \$73,000 through personnel reduction of 2 FTEs. This would result in the Extension office closing and all extension programs would cease.

Justice Services - \$267,000 through Elimination of General Fund Support. This would result in the operations of the Court Services Division ceasing, the Criminal Justice Planning Division will cease, reduction on 11 FTEs, County Jail population would rise, higher costs of supervising defendants rather than

bonding them, possible legal challenges, loss of support of Justice Advisory Council and loss of grant funding opportunities.

Procurement & Contracts - \$25,000 through the reduction of 1 FTE. This will result in redistribution of the County's procurement requirements and longer lead times to acquire goods/services, schedule training, process solicitations or dispose of surplus.

Employment, Benefits, & Medical Services - \$30,000 through the reduction of 1 FTE resulting in a decrease of services provided to employees, retirees and their families and redistribution of workload.

Financial Services - \$147,000 through the reduction of 5 FTEs. This would result in the reduction in payments to vendors to twice a month, no CAFR reporting which could impact our bond rating, no interim payroll or special checks, unable to meet Colorado Open Records Act of 72 hrs, many critical projects on hold, inability to provide timely analysis and financial reporting, no training on financial updates and GASB, no color copies for presentations and a strain on IT resources.

Information Technology - \$300,000 through the reduction of 8 FTEs, consolidation of DHS IT, reducing public information, and reducing many projects in progress resulting in reduced audio/video support, reduced desktop support, limited CD duplication & editing services, no GIS projects, limited data center capacity, impacts to press releases and meeting coordination, and projects on hold.

Veteran Services - \$15,000 through a personnel reduction of 1 FTE resulting in no outreach services until December 2008 for nursing homes, veteran organizations, Fort Carson, or to Medical Board Personnel.

Department of Transportation - \$1,000,000 through reductions in all areas of the department's budget. **The request was made to see the Cost Allocation Plan for DOT to address what could be or not be billed back to DOT.**

Fleet Management - \$500,000 through reductions of 7 FTEs, no vehicle replacement, extension of scheduled services, no facility repairs, reduction in professional services, no hand tool purchases, reduction in repair parts, reduction in painting and reduction in vehicle towing.

## VI. OTHER BALANCING OPTIONS

Additional Budget Balancing Options were presented that totaled \$25,600,000. The first option was to reduce the TABOR reserve held in a cash position by \$ 2,000,000 holding County property as collateral. Second, the use of Parks Trust Fund and Urban Parks Trust Fund fees for cash flow purposes in the amount of \$3,000,000. Presented next was the sale of Fox Run Regional Park land for \$600,000 and other County Park Land for \$14,000,000. **The request was made to see an original map of Bear Creek Park and an outline of how the land was received.** Also presented was a COP for the DOT Facility for \$5,000,000 refinanced over 20 years with annual payments of \$450,000 which when repaid with interest would total \$8.5 million. Lastly, refinancing the Series 1999 for \$1,000,000 was discussed.

## VII. DISCUSSION & DIRECTION

It was mentioned that more time to process and decide was needed prior to making recommendations to the BoCC. A motion was duly made and seconded to present to the BoCC without the input of the CBOC. This motion was later withdrawn.

**A motion was duly made and seconded to adjourn at 9:30pm and to reconvene at a later time, with a meeting to be held on Tuesday, May 27, 2008 at 5:00pm and Wednesday, May 28<sup>th</sup> at 5:00pm if needed.**