



## Citizen Budget Oversight Committee (“CBOC”) Meeting

Friday, June 13, 2008 at 12:30 p.m.

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

Voting Members Present: Patrick Carter, John Taylor, Terry Harris, Richard Williams, Teri Goodall, Katherine Oakey, Ken Kile, Stephen Meyer, Leslie Cook, Bob Shirilla, Vicki Taylor, Jan Doran, Steven Schneider, Victor Andrews, Scott Turner, Nancy Lewis and Michael League.  
Non-Voting (Ex-Officio, Liaisons) Members Present: Steve Immel, Dr. John Burrington, Jeremy Milliman, Thomas Rosazza, Jeff Eckhart, Curtis Lorash, Jane Fredman, Jeff Greene, Ed Browne and Steve Sery.

Absent: Nicola Sapp.

### I. CALL TO ORDER

The meeting was called to order at 12:30 p.m.

### II. MOTION TO ACCEPT LAST 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.

### III. PRESENTATIONS

COUNTY ATTORNEY – William Louis presented information regarding the County Attorney’s Office. Duties and office functions of the County Attorney’s Office were discussed. Historical budget figures for the office were presented showing a decrease in budget from 2005-2008. There was also a presentation comparing the County Attorney Office’s budget and FTE’s to other counties including Arapahoe, Jefferson, Adams and Douglas.

Some questions that were discussed were:

Q: Are any services contracted out?

A: Approximately \$90,000 goes out to other firms for contracted services. The County Attorney’s Office believes strongly in keeping as much in-house as possible as they provide services for \$75/hour - much less than the private sector.

Q: What have been the impacts of the many cuts since 2005?

A: The County Attorney’s Office is very fast-paced and the attorneys are very busy. County Attorney’s Office can handle the workload with 5 FTE’s instead of 6 FTE’s. The office could handle a cut of \$25-35K below the 2008 budget but needs to go back to 5 attorneys.

Q: Where do settlements/liability claim payments come from?

A: Self Insurance Fund.



INFORMATION TECHNOLOGY – Bill Miller presented an overview as to the responsibilities of the IT Department and how the IT Department supports all of the buildings associated with County business. An explanation of the software platforms used by El Paso County was given, outlining document management, Workflow, JDEdwards, GIS and system security. Historical data was shown for the overall decrease in the IT Working Budget and the increase in customer service requests and the number of servers in the County. Information was also shown comparing El Paso County IT Department to other counties: Arapahoe and Jefferson and also comparing the historical decrease of the IT budget to the increase of the General Fund Budget. Also discussed was the value of \$4,800,900 in obsolete equipment and the need to have a budget for capital improvements and where the cost savings would be found.

Some questions that were discussed were:

Q: Bill Miller asked why CBOC recommended IT take its full cut.

A: This committee was faced with a daunting task in a short amount of time. It was a result of the process.

A: It is important to present information in a way that shows how other departments rely on the information of your department.

Q: Could the IT department support increases in budget that would be offset by their improvements leading to cost reductions in other departments?

A: Yes – the IT Departments feels they could be cost efficient.

Q: Has combining buying power with the City been discussed?

A: Yes, but they are just now moving to a standardized system. It doesn't help unless the same equipment is being used.

Q: Is anything given to IT based on cost allocation plan?

A: IT bills the Health Department and other departments; however there are many others it doesn't bill. (Committee to be provided with cost allocations by department to see usage of IT by department.)

Q: Where should we get \$5 million to give to IT for next year?

A: Some money should be given back to IT (re-allocated back) by departments based on usage.

FACILITIES – Monnie Gore presented an overview and discussed the responsibilities of the Facilities Department. Facilities looked at a long range plan for management in 2004. An outside contractor surveyed all County buildings to get the required money for the next 10-15 years. Since 2006 the budget has been decreased significantly, especially the maintenance budget which has seen a 63 % reduction since 2000. There are approximately \$15-20 million in backlogs and facilities maintenance budget has an annual deficit of \$4.2 million. There is no money for capital improvements; the \$4 million in maintenance is just to maintain the buildings which do not fix the major problems.

Some questions that were discussed were:

Q: What is requested for 2009?

A: \$2 million more for major maintenance requirements.

Q: Are there liabilities if major accident happens?

A: Yes. No roofs are at the point of collapse but other emergencies could happen.

Q: Has Facilities done cost/benefit on the projects that they have?

A: Yes, in order to prioritize. Sometimes cost of repair is more than replacement.

Q: Would it be cost effective to lease buildings?

A: The possibilities have been looked at, but who wants to buy them? Choose to use COPs. Have sold the structures they felt they could sell. Also looked at lease/purchase to sell the buildings and then lease them back.

Q: If the buildings are in such a state of disrepair can we use them as collateral for the TABOR reserve?

A: We have real estate professionals and assessors looking at the values of the land and property.

Q: What was the impact of \$400K to Facilities?

A: 5 FTEs

Other questions asked not related to presentation:

Q: Is this committee spinning its wheels trying to prioritize rather than trying to fix the problems long-term?

A: What's important is this input to give to the BoCC. The value is for the departments to present their stories. Need to focus on two possible budgets - one if the ballot initiative passes and one if not.

Q: We need to understand where the 1% sales tax would go.

A: Suggestion of presentation by Citizens for Effective Government (CEG) to discuss this. This is to address functions that are not being addressed today. Overall the focus should be on long-term solutions and not quick fixes and cuts year after year. Need to address the causes of the crisis and do things differently or we will continue to have the same poor results.

#### IV. MOTION TO DISCUSS BALLOT INITIATIVE

Formal recommendation for Jeff Greene and Nicola Sapp – Request to have CEG here next Friday June 20, 2008. A motion was duly made and seconded and approved by a majority of the members present to have CEG come and discuss ballot initiative.

#### V. PRESENTATIONS

FLEET MANAGEMENT –Praim Mangar presented an overview of the Fleet Department and discussed responsibilities of personnel. Historical costs to stock the parts room was shown indicating an annual increase of 3.8%. The budget was discussed showing that the cost of diesel has increased from \$0.94 per gallon in 2004 to \$4.09 in 2008. Praim also discussed staffing and indicated that the Fleet Department only has one maintenance technician to 97 pieces of light equipment and one maintenance technician to 46 pieces of heavy equipment. The Fleet Department maintains a 10 year replacement schedule, Praim discussed vehicles that are past replacement and over 100,000 miles with

a total cost to replace at \$9.3 million. Other information presented included that in emergency situations the fleet preparedness is 73-94%. Winter storms and other emergencies increase overtime and vehicle usage. The Fleet Department is requesting two additional FTEs and a 2009 budget of \$14.6 million.

Some questions that were discussed were:

Q: Hours of maintenance? How many?

A: Cost is amount spent per running hour and the Fleet Department can provide this information.

Q: Couldn't buy futures for gasoline due to storage limitation? If we bought for Sheriff would this help?

A: It could but we buy with the City in fuel purchases.

**SECURITY AND PARKING OPERATIONS** – Rick Leffler presented the overview of the department and how Security and Parking works with other programs. Discussed what core services will no longer be able to be provided due to the 2008 mid-year reductions. Also mentioned how quickly can we expect the police to arrive if security is not there. The most important program provided by Security is the Judicial Complex Security which provides entry checkpoint and general security.

Some questions that were discussed were:

Q: What is projected budget for 2009?

A: Same as 2008.

Q: Could Security be done more efficiently if done by Sheriff?

A: No but CBOC can look at that.

**PROCUREMENT** – Gina Abbott reviewed the Procurements and Contracts department. Also discussed was the importance of having people who know what they're doing to prevent procurement fraud. The history of the procurement function was presented indicating everything must be open, fair and competitive. Currently the department has five dedicated employees with a great deal of experience. The procurement department is always looking for ways to do cooperative purchasing. Budget request for 2009 is \$434,000.

Some questions that were discussed were:

Q: Does all purchasing go through the Procurement Department?

A: Everything over \$5,000 for the entire County.

Q: Is it more efficient for departments to go through Procurement for small purchases?

A: Procurement passes on a lot of contracts for small purchases to the departments themselves.

Future Meetings:      Wednesday, June 18, 2008 5:00 - 8:15pm  
                                 Friday, June 20, 2008 1:00 – 5:00pm  
                                 Tuesday, June 24, 2008 5:30pm

VI. The meeting was adjourned at 5:23 p.m.