

# BUSINESS & COMMUNITY SERVICES

*FY 2016-17 Budget Presentation*

*May 31, 2016*

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The mission of the Business and Community Services Department is to provide economic development, public spaces, and community enrichment services to residences, businesses, visitors, and partners so they can thrive and prosper in healthy and vibrant communities.





# Business & Community Services

BCS Administration

Fair & Event Center

Economic Development

Library

Parks, Golf & Recreation

Assets

Office of the Director

County Fair & Rodeo

Economic Development

Library Systems

Stone Creek Golf Course

Forest & Timber Management

Budgeting, Planning & Financial Mgmt

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Economic Opportunity

Shared Library Services

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Oak Lodge Library

Tax Title Land



*Line of Business*  
**BCS Administration**

## OFFICE OF THE DIRECTOR

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of BCC staff reports submitted by the deadline	95%	100%	100%	100%
Demand / Output	Number of BCC business meeting packets requested / Number of study sessions requested and processed	45 board meetings 27 study sessions	13 board meetings 8 study sessions	43 board meetings 24 study sessions	45 board meetings 25 study sessions

- **Total Budget - \$625,604**
  - Includes Contingency of \$99,289
- **Main Source of Revenue**  
*No General Fund Support*
  - Internal County Services
    - NCPRD – \$244,565
    - Other BCS Departments - \$272,881

### Significant Issues/Changes:

- N/A



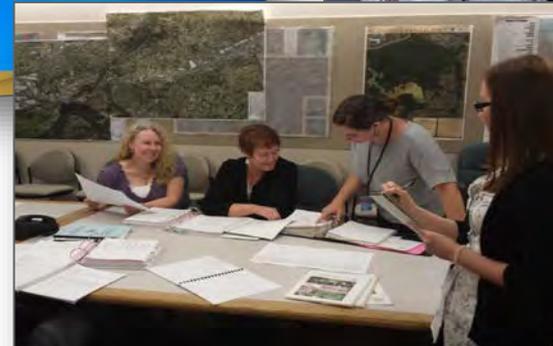
## BUDGETING, PLANNING & FINANCIAL MANAGEMENT

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of budgets and supplemental budgets in compliance with Oregon Budget Law	100%	100%	100%	100%
Demand / Output	Number of budgets and supplemental budgets requested and processed	19 budgets 15 supp.	19 budgets 18 supp.	19 budgets 21 supp.	17 budgets 15 supp.

- **Total Budget - \$682,649**
  - Includes Contingency of \$128,917
- **Main Source of Revenue**  
*No General Fund Support*
  - Internal County Services
    - NCPRD – \$244,565
    - Other BCS Departments - \$272,881

### Significant Issues/Changes:

- N/A



*Line of Business*  
Fair & Event Center



## COUNTY FAIR & RODEO

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of capacity of County Fair attendance	At 80% capacity	At 84% capacity	At 84% capacity	At 86% capacity
Demand / Output	Fair attendance / Maximum fair attendance allowed	140,000 attendees 175,000 max	146,705 attendees 175,000 max	146,705 attendees 175,000 max	150,000 attendees 175,000 max

- **Total Budget** – \$1,576,022
  - Includes Capital of \$238,259 and Contingency of \$121,160

- **Main Sources of Revenue**

*No General Fund Support*

- Fair & Rodeo Revenue - \$935,230
- Transient Room Tax - \$157,287

- **Significant Issues/Changes:**

- Rodeo Arena Tower (PLP)
- T-Structure (PLP)
- Analyze various Fair structure models



## COUNTY EVENT CENTER

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Demand / Output	Non-fair events requested / Non-fair events booked <i>New events booked (included in booked totals)</i>	600 requested 470 booked 90 new events	393 requested 264 booked 34 new events	680 requested 520 booked 40 new events	730 requested 540 booked 60 new events

- **Total Budget - \$716,857**
  - Includes Capital of \$123,339 and Contingency of \$53,956
- **Main Sources of Revenue**  
*No General Fund Support*
  - Rentals - \$247,870
  - Transient Room Tax - \$292,103

### Significant Issues/Changes:

- Rodeo Arena Tower (PLP)
- T-Structure (PLP)
- Analyze various Fair structure models



A wide-angle photograph of a busy industrial sewing factory. The floor is filled with rows of sewing machines on blue metal frames. Numerous workers are seated at these stations, focused on their tasks. In the center, two men in dark clothing are standing and talking. The background shows high ceilings with exposed pipes and a large blue banner with the word 'BENCHMADE' in white capital letters. The overall atmosphere is one of active manufacturing.

BENCHMADE®

*Line of Business*  
Economic Development

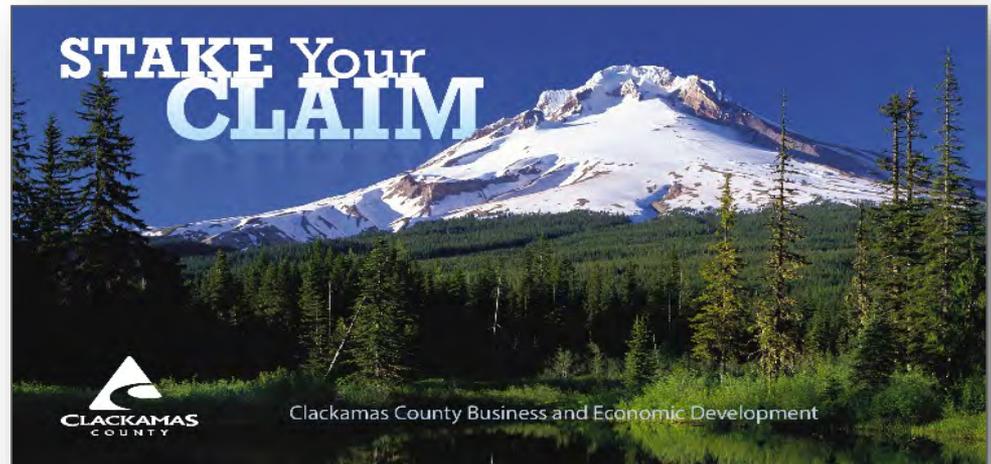
## ECONOMIC DEVELOPMENT

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Number of new jobs created and private dollars invested from Enterprise Zone applicants	50 jobs \$21,082,533	29 jobs \$9,826,000	60 jobs \$25,826,000	100 jobs \$30,000,000
Demand / Output	Number of Enterprise Zone applications requested / Number of Enterprise Zone applications processed	5 requested / 5 processed	3 requested / 3 processed	5 requested / 5 processed	5 requested / 5 processed

- **Total Budget - \$1,670,992**
  - *Includes Contingency of \$150,961*
- **Main Source of Revenue**  
*No General Fund Support*
  - State Lottery - \$1,090,000

### Significant Issues/Changes:

- North Milwaukie Industrial Area Redevelopment Strategy project





## AGRICULTURE & FOREST ECONOMIC DEVELOPMENT

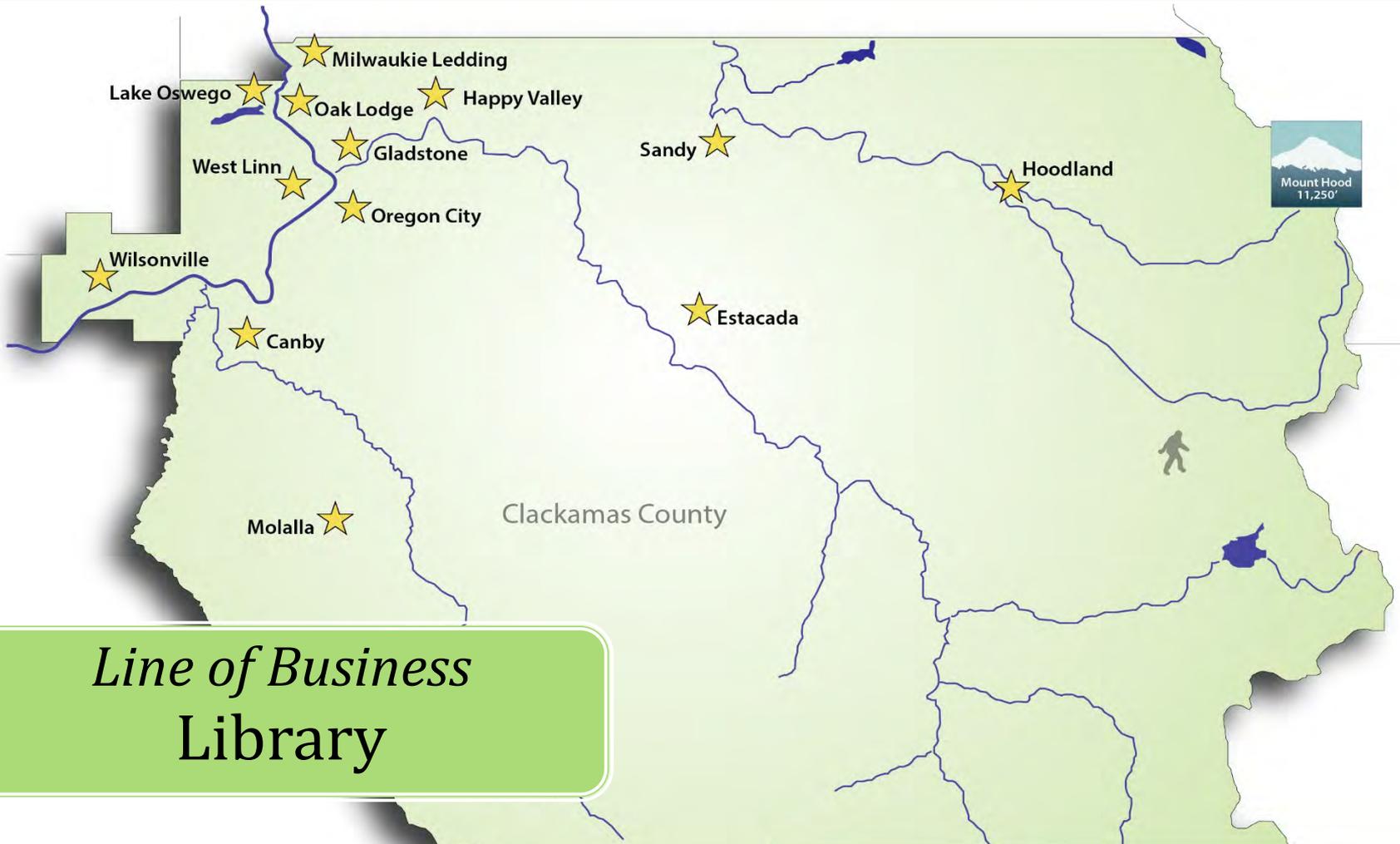
KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Number of logging and mill jobs supported from timber harvests on County owned timberlands	30 jobs	60 jobs	90 jobs	5 jobs
Demand / Output	Number of board feet produced / Number of jobs supported	2 million board feet / 30 jobs	4 million board feet / 60 jobs	6 million board feet / 90 jobs	0 board feet / 5 jobs

- **Total Budget – \$574,120**
  - Includes Contingency of \$68,722
- **Main Sources of Revenue**  
*No General Fund Support*
  - State Funds - \$300,000
  - State Lottery - \$100,000

### Significant Issues/Changes:

- Urban Lumber Project
- Cross Laminated Timber





*Line of Business  
Library*



## LIBRARY SYSTEMS

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of technology support request responses provided within two business days	95%	99%	98%	98%
Demand / Output	Number of technical support requests received / Number of technical support request responses within two business days	600 requests / 570 responses	335 requests / 331 responses	660 requests / 646 responses	700 requests / 686 responses

- **Total Budget** - \$6,109,375

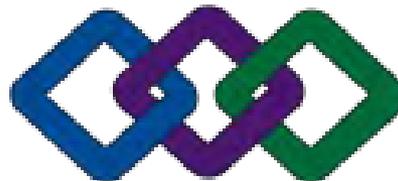
- *Includes Capital of \$800,000, Reserve of \$473,655 and Special Payments of \$3,600,000 for capital for the city libraries under the County's IGA*

- **Main Source of Revenue**

- *General Fund - \$1,235,720*

### Significant Issues/Changes:

- Radio Frequency Identification (RFID)
- Automated Materials Handling (AMH)
- Relocated to County Campus Silver Oak Building in FY 15/16



## SHARED LIBRARY SERVICES

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of courier pick-ups and deliveries provided within the established timeframes	95%	97%	96%	95%
Demand / Output	Number of items requested to be transited / Number of items transited within the established timeframes	2,000,000 requested / 1,900,000 transited	1,015,083 requested / 981,585 transited	2,000,000 requested / 1,920,000 transited	2,000,000 requested / 1,900,000 transited

- **Total Budget - \$1,968,562**
  - Includes Reserve of \$220,911
- **Main Sources of Revenue**
  - General Fund - \$994,651
  - Reimbursements - \$850,000

### Significant Issues/Changes:

- Radio Frequency Identification (RFID)
- Automated Materials Handling (AMH)
- Relocated to County Campus – Silver Oak Building in FY 15/16



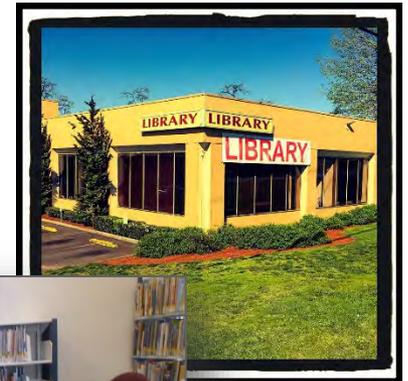
## OAK LODGE LIBRARY

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of items checked out versus items in collection (turnover rate)	75%	59%	76%	80%
Demand / Output	Number of non-duplicated items checked out / Number of items in the collection	45,000 checked out / 60,000 in collection	35,851 checked out / 60,652 in collection	45,489 checked out / 60,000 in collection	48,000 checked out / 60,000 in collection

- **Total Budget - \$1,289,362**
  - Includes Contingency of \$103,710
- **Main Source of Revenue**  
*No General Fund Support*
  - Library District - \$1,267,662

### Significant Issues/Changes:

- Construction of a new library to serve Gladstone/Oak Lodge service areas



*Line of Business*  
Parks, Golf & Recreation



## STONE CREEK GOLF COURSE

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of available tee times being filled during “playable golf days”	80%	61%	83%	83%
Demand / Output	Number of golf rounds available / Number of tee times filled	68,750 rounds available 55,000 tee times filled	44,905 rounds available 27,500 tee times filled	68,400 rounds available 57,000 tee times filled	70,200 rounds available 58,500 tee times filled

- **Total Budget - \$3,431,533**

- Includes Interfund Transfer to County Parks of \$400,000, Reserve of \$400,000 and Contingency of \$309,944

- **Main Source of Revenue**

*No General Fund Support*

- Golf Course Fees - \$2,716,585

### Significant Issues/Changes:

- Establish capital asset repair and replacement schedule



## COUNTY PARKS

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Rate of occupancy in campsites	80% occupancy	67% occupancy	40% occupancy	42% occupancy
Demand / Output	Number of campsite reservations filled / Number of campsites reservations available	24,725 filled 30,906 available	8,222 filled 12,332 available	12,500 filled 30,906 available	13,000 filled 30,906 available

- **Total Budget - \$3,504,579**

- Includes Capital of \$1,383,700 and Contingency of \$204,305

- **Main Sources of Revenue**

- Fees - \$749,450
  - Forest & Timber Management Fund - \$670,000 (for Capital Projects)
  - Grants - \$526,950
  - State RV Fund - \$470,000
  - Stone Creek Golf Course Net Proceeds - \$400,000
  - *General Fund Support - \$164,207*




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- **Significant Issues/Changes:**

- Capital asset repair and replacement schedule - \$6M backlog



# *Line of Business* Assets



## FOREST & TIMBER MANAGEMENT

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of reported dumpsites cleaned via Dump Stoppers program	80%	100%	100%	100%
Demand / Output	Number of dumpsites reported / Number of dumpsites cleaned	50 reported / 40 cleaned	25 reported / 25 cleaned	40 reported / 40 cleaned	40 reported / 40 cleaned

- **Total Budget - \$5,511,734**
  - Includes Interfund Transfer to County Parks of \$670,000, Capital of \$889,100, Reserve of \$1,926,747 and Contingency of \$1,185,675
- **Main Sources of Revenue**
  - Land Sale Proceeds - \$867,500
  - Grants - \$80,000

### Significant Issues/Changes:

- Dump Stoppers Funding
- Forestlands inventory underway to develop new Ten Year Forest Management Plan



## PROPERTY DISPOSITION / TAX TITLE LAND

KEY RESULTS		FY 15/16 Target	FY 15/16 Actual 12/31/15	FY 15/16 Year End Target	FY 16/17 Target
 Result	Percentage of tax foreclosed properties returned to the tax rolls or made available for public benefit purposes	5%	8%	11%	5%
Demand / Output	Number of tax foreclosed properties managed (in inventory) / Number of tax foreclosed properties returned to the tax roll via auction, transfer, or private sale	200 properties / 10 properties	177 properties / 14 properties	172 properties / 19 properties	174 properties / 8 properties

**Total Budget**

- Property Disposition - \$1,760,613
  - Includes Reserve of \$980,000 and Contingency of \$418,330
- Tax Title Land - \$367,788

**Main Sources of Revenue**

*No General Fund Support*

- Property Disposition – Administration Fees (Tax Title Land) - \$362,788
- Tax Title Land – Land Sale Proceeds - \$350,000

**Significant Issues/Changes:**

- Reserve to mitigate future hazardous property clean<sub>2</sub>up



# Department-wide Budget Overview

- Total departmental budget = \$31,472,648
- *Total General Fund support = \$2,394,578 – 7.6% of budget*
- Other revenue sources:
  - Stone Creek Golf Course – 8.6% of budget
  - Lottery – 5.7% of budget
- Major expenditure categories:
  - Personnel – 18.0% of budget
  - Materials and Services – 33.5% of budget
  - Capital Expenditures – 11.4% of budget



# Financial Trends

- Revenue trends
  - Lottery revenue flat
  - Fee revenue flat
  - Stone Creek Golf Course revenues stable but flat
- Expenditure trends
  - Expenditures increasing at a faster rate than revenues
  - County allocated costs increasing 10.3%
    - \$549,755 in FY 15/16 compared to \$606,429 in FY 16/17
  - Personnel costs increasing – COLA 2%, merit 3.5%
  - Increase of PERS Rates in July 2017 (*double digit increase expected*)
- FTE:
  - FY 2015-16 total FTE = 34.00
  - FY 2016-17 total FTE = 36.00
    - Shared Library Services
      - Net Zero Impact
      - Two Part-Time Positions to Full Time



# Past PLP Funding Results

## FY 2014-15 PLPs Funded

### • **CREEW – Our River Action Plan (County Parks)**

- Amount: \$40,000 (ongoing)
- Results
  - Zero drownings on the Clackamas River between Barton Park and Carver Boat Ramp
  - Alcohol citations increased 39 % at Barton Park and 387% at Carver Boat Ramp
  - Life Jacket and River Safety Kiosk constructed at Barton Park
  - Collected 2 tons of garbage during the season, with an additional 2.9 tons collected during the “Down By the River” annual event



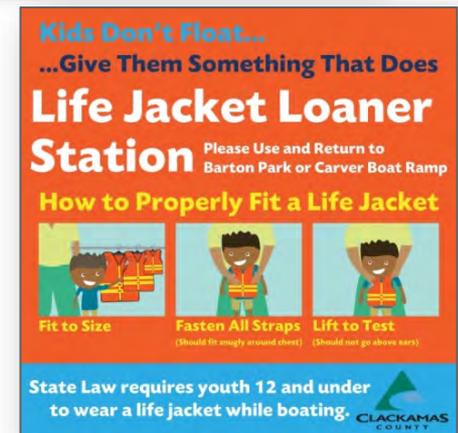
## FY 2015-16 PLPs Funded

### • **CREEW – Our River Action Plan (County Parks)**

- Amount: \$40,000 (continuing from 2014-15)
- Results
  - Zero drownings on the Clackamas River between Barton Park and Carver Boat Ramp
  - Alcohol citations decreased 80% at Barton Park and 65% at Carver Boat Ramp
  - Rescue donuts installed at Barton and Carver Boat Ramps

### • **Dump Stoppers (Forest & Timber Management )**

- Amount: \$90,000 (one-time)
- Results
  - Annual clean up of 40-50 dumpsites
  - Annual removal of 50,000 pounds of illegally dumped waste



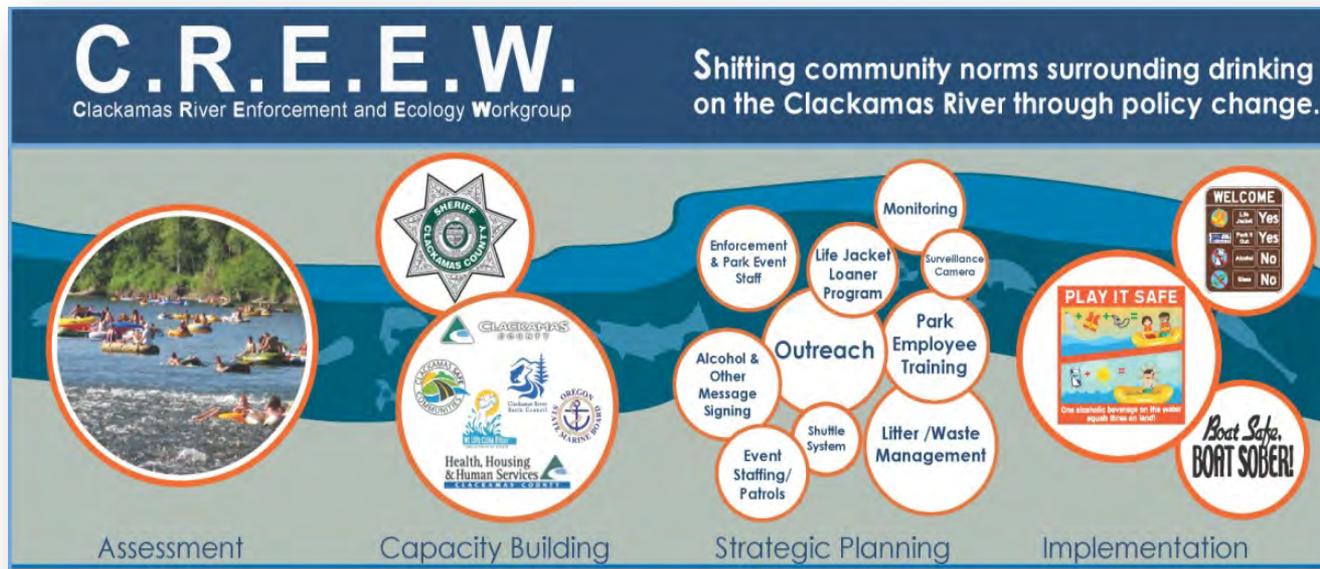
# Business and Community Services FY 2016-17 Policy Level Proposal

## Clackamas River Enforcement and Ecology Workgroup (CREEW)

*County Parks in partnership with the Sheriff's Department*

General Fund=\$40,000; Other sources=\$46,000 (County Parks)

<b>TOTAL FUNDING REQUESTED</b>	<b>\$40,000</b>
Total departmental budget	\$31,472,648
<i>Total General Fund support (% of budget)</i>	<i>\$2,394,578 (7.6%)</i>



# QUESTIONS?



[www.clackamas.us/business/](http://www.clackamas.us/business/)  
[www.clackamas.us/lib/](http://www.clackamas.us/lib/)  
[www.lincc.org](http://www.lincc.org)  
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