



Onondaga County Legislature

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WAYS AND MEANS COMMITTEE REVIEW OF THE 2016 TENTATIVE BUDGET COUNTY FACILITIES COMMITTEE DEPARTMENTS - SEPTEMBER 22, 2015 DAVID H. KNAPP, CHAIRMAN

MEMBERS PRESENT: Mr. Jordan, Mr. May, Mr. Kilmartin, Mrs. Ervin, Ms. Williams, ²Mr. Holmquist
ALSO PRESENT: Chairman McMahon, Mr. Liedka, Mrs. Tassone, Mr. Ryan, Dr. Chase, ¹Mrs. Rapp and see attached list

Chair Knapp called the meeting to order at 9:25 a.m.

PARKS & RECREATION DEPARTMENT - pg. 5-46: William Lansley, Commissioner; Nate Stevens, Administration Director; Megan Murphy, Budget Analyst 2

Mr. Lansley presented the following:

2016 ANNUAL BUDGET
Ways & Means Committee Report

PARKS AND RECREATION


JOANNE M. MAHONEY, COUNTY EXECUTIVE
BILL LANSLEY, COMMISSIONER



Table of Contents

- Section 1: Park Highlights
 - Annual Events
 - Active Recreation
- Section 2: New and Improved
 - Recently Completed
- Section 3: Future Initiatives
 - Parks Marketing Funding
- Section 4: Volunteer Support

TABLE OF CONTENTS



PARK HIGHLIGHTS




2015 Was a BIG event for the Parks Department

In 2015 Onondaga County Parks hosted the following annual events:

1. Balloonfest at Jamesville Beach (36th Year)
2. Golden Harvest Festival at Beaver Lake (38th Year)
3. Canine Carnival at Jamesville Beach (6th Year)
4. Sportsmen's Days at Carpenters Brook Fish Hatchery (12th year)
5. Scottish Games at Long Branch Park (74th Year)
6. Lights on the Lake at Onondaga Lake Park (26th Year)
7. Leon Day at Onondaga Lake Park (2nd Year)

These annual events are known throughout Central New York and we are proud to be a part of these traditions!

PARK HIGHLIGHTS



- Top 7 events are historically the largest events with mid-teens to over 20,000 attending each year depending on weather and conditions; Canine Carnival now in 6th year – started at the Good Dog Park and has moved to larger locations, now held at Jamesville Beach with over 20k people each year; Lights on the Lake draws nearly 38,000 vehicles each year

LEON Day

PARK HIGHLIGHTS

LEON Day is NOEL, spelled backwards. It is a free event hosted by Onondaga County Parks to celebrate Christmas in the summer. It features many fun activities for children, such as, live music, bounce houses, face painting, and fireworks.



Balloonfest

PARK HIGHLIGHTS

In June Jamesville Beach Park hosted the 36th Annual Balloon Fest!



- LEON Day transferred from New Year's Eve where at best 2,000 people attended in miserable weather conditions had, moved halfway to Christmas and has worked out very well.

We hosted your BIG events at the parks too!

PARK HIGHLIGHTS

In 2015, Onondaga County Parks Hosted More than 800 shelter and lodge events! January 1, 2015 – September 1, 2015:

- 556 Shelter Events
- 337 Lodge Events



Active recreation continues to move!

PARK HIGHLIGHTS

Major triathlons are a big part of what we do. In 2015, Onondaga County Parks will have hosted 80 walks and runs with 50,000 participants!



- Recently remodeled landscaping at Highland Forest
- Host Ironman and Irongirl; average 3 million visitors per year

Triathlons continued their pace

PARK HIGHLIGHTS



Fishing Tournaments

PARK HIGHLIGHTS

Onondaga County Parks hosted over 50 national, regional, and local fishing tournaments featuring over 2,500 anglers and 1,400 boats. The 8 National tournaments included: American Bass Anglers, FLW Outdoors, Bassmasters Northern Open and the Cashion Rod Tour.



1Mrs. Rapp arrived at the meeting.

- Ironman and Irongirl events big contributors to the local economy – participants come from many states and countries to participate
- Onondaga Lake is busier but Oneida Shores has the large share of fishing events

Fishing Website

PARK HIGHLIGHTS

In 2015, Onondaga County Parks launched a comprehensive fishing website geared toward educating local and visiting anglers on county fisheries. To date, page views have numbered over 23,000.



23



Onondaga Lake

PARK HIGHLIGHTS

In July 2015 over 40 people jumped into the now clean Onondaga Lake. This is a testament to the positive change that is happening in our community.



23



- Web page gaining steam - sit in the best freshwater fishing area of the world, draw tremendous amount of people and fishing tournaments will continue to be very popular
- Chairman McMahan lead the jump into the lake; a civic group organized the event – a great way to showcase the changes coming to Onondaga County Parks and the lake itself

NEW AND IMPROVED

25



Beaver Lake Nature Center Construction

NEW AND IMPROVED

• In the 40 years since the building was constructed, so much has been learned concerning sustainability, or green, design. As a place whose missions is to connect people with the natural world, taking advantage of this knowledge was important for Beaver Lake.

• Improvements include:

- New entryway to the visitor's center
- New wrap around porch with a green roof
- An outdoor classroom
- Permeable pavers at entry and permeable pavement in parking lot



27



- Changes were showcased last week at Golden Harvest Festival and were very well received

NBT Bank Stadium Deck

The deck construction at the new Family Fun Zone was designed and completed in 2015. This spacious deck adds a new dimension to the NBT Bank Stadium lineup!



NEW AND IMPROVED

29



FUTURE INITIATIVES

31



- Allows Syracuse Chief's partner to add another party area, completed late in the summer - see this as being a good revenue generator for the future

Web and Social Media



- 2015 YTD: 1.6 Million page views
- 57,655 Facebook fans
- 8,678 Twitter followers
- 19,088 You Tube Channel views

Our newly designed responsive website enables users to view the same site on a desktop, tablet or mobile device.

FUTURE INITIATIVES

33



Parks Marketing Funding



FUTURE INITIATIVES

35



- Past several years, cutback on printed material and moved to social media
- Asking for Marketing funding to promote the zoo and the fishing website; invested millions in the Asian elephant area, primate exhibit and redid the interior and exterior of the zoo, want to get the word and draw people's attention

VOLUNTEER SUPPORT

37



Volunteerism at Onondaga County Parks

Onondaga County Parks relies on the support of thousands of volunteers. The generous contributions made are essential to our success! The following events are possible because of volunteer support:

- Brew at the Zoo
- Golden Harvest Festival
- Enchanted Beaver Lake
- Asian Elephant Extravaganza
- Beaver Lake Pancake Breakfasts
- Breakfast with Santa
- Irish Road Bowling
- And so much more!



VOLUNTEER SUPPORT

39



- Volunteerism is stellar - Brew at the Zoo almost exclusively through Friends of the Zoo, 2,300 attendees, major fundraiser for the organization in business to raise funds to support the Park's department in Onondaga County

Our "Friends"

Special thanks to:

- Friends of the Rosamond Gifford Zoo
- Friends of Beaver Lake Nature Center
- Friends of Carpenters Brook Fish Hatchery
- Onondaga County Federation of Sportsmen
- Nordic Ski Patrol
- Friends of Historic Onondaga Lake



42



VOLUNTEER SUPPORT

Volunteer value throughout Onondaga County Parks

Onondaga County Parks receives over **fifty-five thousand hours** of support every year from our friends groups. This equates to a value of over **\$1.4m!**



Thank you!

43



VOLUNTEER SUPPORT

- Nordic Ski Patrol helps with operation and safety; Friends of Historic Onondaga Lake assist with promotion of the Salt Museum and Irish Road Bowling
- Presented check from the Friends of the Rosamond Gifford Zoo - 35,265 volunteer hours valued at \$932,760, important to recognize their work, valued very highly

THANK YOU!



- On behalf of the finest staff in Onondaga County – the Park's Dept.

Chair Knapp said that the Federation of Sportsmen presented Mr. Lansley with a very nice award for his contributions to recreation, parks and sportsmanship in CNY. He congratulated Mr. Lansley and said that they appreciate all of his efforts.

Mr. Jordan said that Ms. Dennis provided information pertaining to the Veteran's Cemetery but he still had a number of question and **asked to be provided with the following:**

- 1) **Breakdown of County cost for veteran burials**
- 2) **Number of Saturday burials**
- 3) **Number of veterans who have passed away while at a VA Hospital**
- 4) **Number of burials performed where veteran was ineligible for any reimbursement**
- 5) **Transportation costs and if any reimbursement included transportation costs**
- 6) **Number of burials for unclaimed bodies – resulting in \$300 reimbursement**

Mr. Jordan said that he understood that the charge was \$500 per burial but the breakdown shows three different charges. Mr. Lansley said that some of the charges are historic - people bought when the rate was lower. Mr. Jordan said that there is \$200, \$250, and some are at zero. Mr. Lansley said that annually 25-30 veterans do not have the means for burial and these services are perform without costs. Mr. Jordan asked if there was any type of reimbursement from the state or federal government. Mr. Morgan said that they are able to claim up to \$900 for indigent burials, regardless of them being a veteran, but only receive 29% reimbursement. Mr. Lansley said that currently everyone is at the \$500 rate.

Chair Knapp suggested that Mr. Lansley coordinate with Ms. Dennis and breakdown the information between 3 categories: 1) indigent veterans, 2) veterans with benefits and 3) veterans without benefits.

Mr. Jordan:

- Questioned the \$785,000 increase in interdepartmental charges for the Administration Budget

Mr. Stevens:

- Park's overall budget increasing by \$500,000
- Funds parked in Administration budget for now - expense will be charged to the appropriate program as they occur throughout 2016

Mr. Morgan:

- Two pieces to the question - \$460,000 of the increase is Facility charges for the Park's overall budget; department no longer have trades and Facilities supports them - increase almost strictly related to Facilities
- Admin Budget shows huge increase as they are unsure which Parks the trade expenses will be charged to

Mr. Stevens:

- Facilities doing more work for Park's, increase based on history, assume it will continue to grow
- Charges based on direct bills tracked and maintained by Facilities

Chair Knapp:

- Questioned where funds were charged in the past

Mr. Morgan:

- Charged to whomever Facilities supported.

Mr. Jordan:

- Questioned the NBT Stadium Budget increase for all other expenses – going from \$5,000 to \$14,000

Mr. Stevens:

- Adjusting budget line to meet actual expenses - \$17,273 in 2014
- Majority of the funds are for taxes

In answer to Mr. Jordan, Mr. Stevens said that he believes the funds are for property taxes. He will look up the information and confirm the type of taxes paid.

Mr. Jordan:

- Beaver Lake Budget increasing for both automotive equipment and provision for capital projects - by \$50,000 each
- Questioned projected projects, adding Vehicle Use will address equipment

Mr. Lansley:

- Two main capital items:
 - 1) Board walk around main trail at Onondaga Lake deteriorated - \$40,000 repair
 - 2) Smaller trail has eroded shoreline where it meets the lake

Mr. Jordan:

- Questioned reason for Carpenter's Brook increase in other employee wages – not large dollar but significant percentage

Mr. Stevens:

- Minimum wage increases from 2014 to 2016 account for the increase; 2014 actual \$7,990

Mr. Jordan:

- Supplies and materials increasing by sizable percentage

Mr. Stevens:

- Biggest items:
 - 1) Increase in fish feed - increasing at rate higher than inflation, also have more fish
 - 2) Plow for existing truck, making them more efficient

Mr. Jordan:

- Questioned \$20,000 increase for professional services - nothing in 2014 or 2015 budget

Mr. Lansley:

- Marketing program for fishing website – funds allocated to hatchery budget

Mr. Jordan:

- Questioned anticipated projects under Provision for Capital Projects

Mr. Lansley:

- Hatchery and administrative building window replacements \$9,000
- Pond repairs \$50,000 for original concrete circular ponds

Mr. Jordan:

- Questioned the Highland Forest Budget increase for maintenance, utilities and rents - a little high by percentage

Mr. Stevens:

- Largest portion pertains to equipment rental – wiser than purchasing everything at once as the fleet ages.

Mr. Jordan:

- Questioned \$35,000 increase in provision for capital projects

Mr. Lansley:

- \$10,000 for new Highland Forest Lodge entry doors
- Community house in complete disrepair, demolition or repair – must address before it becomes a liability issue

Mr. Jordan:

- Questioned the Hopkins Sports Facility Budget increase for supplies and materials – \$7,400 to \$11,900

Mr. Stevens:

- Per 2014 actuals

Mr. Lansley:

- Recurring costs - getting fields back to certain grade levels
- Some years have to add more materials, in others, can get by without it - repairs must be made in 2016

Mr. Jordan:

- Questioned \$15,000 increase in the Jamesville Beach Budget for provision for capital projects

Mr. Lansley:

- For re-signage of park

Mr. Jordan:

- Questioned increase in the Oneida Shores Budget for the overtime wages – going from \$3,940 to \$5,000

Mr. Stevens:

- 2014 actual lower than normal - many people are called in to plow for events during the winter
- Believe overtime budget is where it needs to be based on previous history

Mr. Lansley:

- No overtime takes place without authorization and preapproval from Mr. Stevens or himself - know how every overtime dollar is spent and have total control

Mr. Jordan:

- Questioned Onondaga Lake Park Budget revenue numbers - based on actual numbers or a guess
- Figures are the same for 2014 and 2015 for commissions, sales of property and compensation for loss and other miscellaneous revenues

Mr. Stevens:

- Typically don't change until there is a compelling reason to do so
- Majority of these lines are very close and moving their point estimate would not be productive

Mr. Jordan said that they were rounding up from actual numbers. Mr. Stevens agreed, adding that they keep their operation the same and hope that people come out, but it depends on the weather and customers. They believe that these are good estimates.

Mr. Jordan:

- Questioned why Parks Recreation Division Budget almost doubled for Professional Services

Mr. Stevens:

- Funding the Park's marketing campaign out of this line - billboards at the zoo, radio advertisement, Discovery Guides, brochure distribution, website maintenance, visual enhancement and the Syracuse Travel Guide

Mr. Jordan:

- Thought they said the marketing plan was reflected under all other expenses

Mr. Stevens:

- Charge split between two codes - 408 and 410 throughout the budget

Mr. Jordan:

- That was the reason all other expenses were increasing by \$41,000

Mr. Stevens agreed.

Mr. Jordan:

- Questioned basis for Zoo Budget increase of \$7,000 for overtime wages

Mr. Stevens:

- 2014 actual almost \$55,000 - 2015 almost \$52,000
- Want to stay at the same 2015 adopted number of \$132,000 for the entire overall department
- Reiterated 2014 was a down year.

Mr. Jordan:

- Questioned \$43,640 increase in all other expense

Mr. Lansley:

- Zoo's portion of the marketing program

Mr. Jordan:

- Provision for capital projects almost tripled
- Questioned anticipated projects

Mr. Lansley:

- Zoo has an elevated boardwalk - goes from the elephant exhibit to the tiger exhibit
- Substructure beginning to show wear - need to ensure it is safe, 15-foot elevation

Mr. Jordan:

- Questioned Parks Historical Facilities Budget for other employee wages - almost doubling

Mr. Stevens:

- Expect Skä-noñh Center to open by the end of 2015; expected to maintain building cleanliness, not staffing

Mr. Jordan:

- Questioned Veteran's Cemetery Budget – overtime going from \$7,500 to \$11,000, 30% increase

Mr. Stevens:

- 2014 actual \$9,500, 2015 estimate to low
- Overall budget number is the same as 2015, tweaked various budgets to even out with 2014 actuals; solid estimate overall

Mr. Jordan:

- Questioned Parks and Recreation Grant Budget - \$130,000 increase for maintenance, utilities and rents

Mr. Lansley:

- Based on initial estimate of utilities for the amphitheater site – \$145,000

Mr. Jordan:

- Questioned the professional services increase of \$1,628,583 for the same budget

Mr. Fisher:

- 2016 model for amphitheater would bring revenues into the grants budget to cover all concert expenses
- Must appropriate funds to pay direct expenses for concert, e.g., stagehands, ticket takers, and box office employees; promoter is charged rent or reimburses the County for those expenses - returning the revenue, venue manger will spend around \$100,000 per event and money will come back in from the concert promoter

Mr. Jordan asked why SMG was not handling the expenses. Mr. Fisher said that there was an RFP but the committee had not meet. SMG had a contract to venue manage one concert but their contract ends on October 1st. He believes that here will be a contract for services with a venue manager. That contract will spell out what they expect to receive from the venue manager and that manager will have \$1.6 million in County funds to spend via custodial care of the funds. They County will have audit and fiscal review over the account, much like the Oncenter revenue fund. It will be a separate pool of money similar to what they have with the Oncenter, as the accounts cannot be comingled. The venue manager will be expected to bring back at least \$1.6 million. They are not appropriating any room, property or sales tax - anticipated revenue supports the \$1.6 million in the professional services line.

²Mr. Holmquist arrived at the meeting.

In answer to Mr. Jordan, Mr. Fisher said that the professional services line would support any fee negotiated with the selected vendor. Mr. Jordan asked where the anticipated revenues were reflected. Mr. Fisher said they were in the county services revenue culture and recreation line - \$1.9 million. Mr. Jordan said that \$1.9 million was the projected revenue from the amphitheater. Mr. Fisher and Mr. Morgan agreed.

Mr. Jordan:

- Questioned \$25,000 for furniture, furnishings and equipment

Mr. Morgan:

- Budgeted for maintenance and upkeep of the amphitheater, as well as anticipated manager
- Many accounts had nothing budgeted last year – utilities, other employee wages, equipment and automotive equipment
- Purchase of equipment for maintenance, e.g., mow the lawn

In answer to Mr. Jordan, Mr. Morgan confirmed that these were costs for running the amphitheater, on top of whatever arrangement there is for an event manager. Mr. Fisher said that there are expenses related to having a park open to the public whenever there is not a concert.

Mr. Jordan:

- Questioned the creation of a zoo attendant

Mr. Lansley:

- For elephant program – new baby elephant, expect breeding program to successfully continue
- Adding 1 zoo keeper to the elephant staff

Mr. Jordan:

- Questioned basis for logging revenue decrease of \$57,000

Mr. Lansley:

- Professional logging service provides evaluation, use their recommendation
- Hold off cut when prices are low

Mr. Jordan:

- Asked if price was based on wood price or quality

Mr. Lansley:

- Based on species of wood and manufactures need in any given year
- Do not cut in bad years - wait for higher value

Mr. Holmquist:

- Apologized for being late
- Asked what would happen if there were not sufficient revenue to pay the amphitheater expenses
- Where told project cost \$50 million – not more
- Skeptical – questioned if it was included in the budget because of accounting

Mr. Fisher:

- Only way there is no revenue is if there is no concert
- No revenue coming from sales, room or property tax – all revenue self-generating from concerts and other events at amphitheater

Mr. Holmquist:

- Revenue may never materialize - concerned they are already on the hook

Mr. Fisher:

- Would ask for tax revenues – not doing so now, do not think they will have to

Mr. Holmquist:

- Questioned where the numbers came from

Mr. Fisher:

- SMG presented pro forma to Legislature about 1 year ago; proved to be solid estimates – completed one concert similar to what was anticipated
- Built budget around what was learned

Mr. Holmquist:

- Had concerns going into this – was told it was \$50 million and SMG would be paid for operating the amphitheater
- Questioned why it is the budget

Mr. Fisher:

- RFP process underway – committee has not met to select vendor manager
- Venue manager will have contract to operate and manage amphitheater
- Revenue from facility will pay for expenditures, unlike the Oncenter which uses room tax; must appropriate funds for contractor use

Mr. Holmquist:

- Questioned what assures the taxpayer that the cost will not be more than \$50 million

Mr. Fisher:

- Budget presented does not use taxpayer dollars
- Entire budget is spending and revenue plan – if revenue does not materialize must come back to the Legislature and find another source for revenue

Mr. Holmquist:

- Project positioned to cost \$50 million – not more
- Not sure of options, put funds in contingency or cut – need to look into this
- Want assurances that it will not cost taxpayers more money

Mr. Fisher:

- Assurance right on budget page – no legal way to spend tax dollars
- Same as other budgets without local dollars – e.g. Clerk's budget

Mr. Holmquist:

- Disagreed– revenues are just projections
- Know other items are dedicated for general fund or other issues

Chair Knapp asked if this was created so that they would have an account to accept the revenues. Mr. Morgan said it was budgeted in this fashion because it is meant to breakeven or turn a profit. They are not going to budget the expenses in an operating budget and let local dollars drop to the bottom-line. The grant budget presented fully expects revenues to offset the expenses - not unlike any other grant, in any department, where the revenue source is not local tax dollars.

Chair Knapp said that if no money comes into the grant account there is nothing to spend out of it. Mr. Morgan said that almost all grants are pay and receive reimbursement on the backend. Mr. Maturo said that once they appropriate the funds the money is available to spend. If the revenues do not materialize, they will have to be covered later. Usually grants are state or federal aid that are local dollars, which means they are expenditure driven and there is a very good chance that they will get the revenue. For this, they are basing it on what they might get from a concert, based on an agreement that is coming after the budget. From a comptroller's prospective, they would want to make sure that the revenue comes in – if not could come back and use local dollars to cover. Mr. Holmquist said that this is where he wants the discussion to focus – what if they have a concert and the expenses are there but the revenues are not. At this time, they do not even know the details for the contract. Chair Knapp said they would have this conversation at another time.

Mr. Morgan said that there are grant projects where it takes years for revenues to come in to offset the expenses. A grant budget is not set up on an annual basis - it rolls forward and allows one to make up the

money expended. Many grant projects span multiple years. Mr. Maturo said that this was true but next year they would want another \$1.9 million to cover that year's appropriations. At some point, they would call timeout and ask if they were going to continue to go down the rabbit hole. Mr. Morgan said that they have talked about ultimately viewing this as an enterprise fund operation. Mr. Maturo agreed. Mr. Morgan said that currently there are no enterprise fund operations - Van Duyn was once but shifted to a special revenue fund as it was being subsidized. After a year or two of experience, thought they would look at the option. Mr. Maturo said that until they get into this it would be hard to determine what the expenses will be and the revenues generated from those expenses.

Mr. Holmquist reiterated that during the debate of the amphitheater it was repeatedly said that it would cost \$50 million. Whatever is decided, he assumes everyone here would like assurances that this is not going to cost more money. Chair Knapp said that the good thing about the setup was total transparency – if it does not make it, they will have to come back to the Legislature. Mr. Holmquist said that this was not acceptable. A year ago, they were told that this was not going to cost any extra.

Mr. Morgan said that that this budget as presented has a bottom-line of zero. Mr. Holmquist said that it was assuming the revenues happen. Mr. Morgan said that the same case could be made with any part of the budget, e.g., sales tax. There are many estimates in a spending plan and it is not unusual to project revenue. Mr. Holmquist said that there is a long history with sales tax and they know what the variables are. The County does not know anything about the amphitheater business and is not experts. Mr. Jordan said that the County does not have to pay these expenses, unlike sales tax.

Mr. Kilmartin:

- Understands there was a project for construction costs of the amphitheater
- Does not recall anyone saying there would be no cost for maintenance and upkeep or guaranteeing revenue
- All knew risk was involved with construction and concerts; asked outside consultants like SMG for their pro forma and best projections – moved forward best on projections
- If no concerts – no revenue, if many concerts - breakeven or turn small profit

In answer to Mr. Kilmartin, Mr. Fisher clarified that SMG's role was venue manager – broader than facility manger as it includes the box office and keeping the booking calendar for use of the venue. Mr. Kilmartin said that they make certain that the concert goes smoothly – ticket can be purchased, food vendors on hand, grass cut, lights on, trucks come and go before and after concert. Mr. Fisher said that the selected venue manager firm would carry out those functions. Mr. Kilmartin said that they are not a promoter. Mr. Fisher said that the promoter is a different function. At the War Memorial a variety of promoters come in and reach agreements with SMG the venue manager for rental share of different revenues, e.g., food and beverage, tickets, facility use fees.

Mr. Kilmartin:

- Plan is to draw a rental fee from the promoter, part of the food vending and parking profit – may be missing other areas but is the basic model

Mr. Fisher:

- Absolutely correct
- 1 year ago had tremendous amount of risk with schedule and construction budget, those huge risks have been eliminated and they learned a lot about how a concert will go
- Budget informed by concert – learned difference between amphitheater and war memorial concert

Mr. Kilmartin:

- Mr. Holmquist is correct to bring up concerns, Mr. Morgan also is correct that this applies to any part of the budget; possible no one attends the zoo or Beaver Lake Nature Center again – possible but not probable
- More risk with amphitheater - based on last year's work and recent concert success think some risk is mitigated; will work with SMG and promoters to mitigate risks, increase the number of concerts, swipe all the concerts previously at the NYS Fair grandstand and fill the front and back ends of the typical fair schedule

Mr. Fisher:

- Excellent analogies

Mr. Jordan:

- Does not recall any discussion for fronting expenses – understood manager would be covering all expenses out of revenues generated from events occurring at the amphitheater
- No indication taxpayer would be on the hook for shortfall of amphitheater operation

Mr. Fisher:

- Confident taxpayer will not be on the hook

Mr. Jordan said that the budget was pie in the sky. In his mind they were assured that the expenses would be paid out of the revenue - not hopefully the revenues would be enough to pay the expenses and if not the taxpayers will make up the shortfall. Mr. Fisher said the first half of his sentence was 100% accurate - the expenses will be paid out of the revenues. That is what they said, what they say today and how it will work. Mr. Jordan said the he hopes they are right.

Chairman McMahon:

- People need to start cheering for a good outcome
- If there is no concert there is no expense

Mr. Jordan:

- Maintain structure with or without a concert

Chairman McMahon:

- Respects the fact that Mr. Jordan voted no and has concerns, 12 people voted yes taking a risk assessment of the situation
- Good concert held in short period of time – wish all were present to see magical setting and success; Syracuse.com had good things to say about it
- Moving forward big challenge is knowing promoter and acts; acts drive revenue
- Will receive rental fee, part of concession and parking if setup as told; need 16 acts to meet \$1.7 million - nothing changed since pro forma presented
- Cost for upkeep if no acts; poignant questions will have more merit 12 months from now if they do not have 16 acts

Mr. Fisher:

- No magic number, need more than 1, some make money and others lose; diversify risks over entire season

Mr. Ryan:

- Oncenter has built-in projections with assumable revenue risks, made whole if short - no different

Mr. Fisher:

- Similar to Oncenter, moved to professional venue manager a few years ago
- 5-6 years ago had to come back for shortfall, now very predictable, ask questions but not much uncertainty about revenues
- Using same model, hiring professional venue manager - figures cost and revenues, advises Legislature during concert promoter negotiation, sends quarterly update to comptroller, annual budget presented to County Executive and then Legislature

Mr. Ryan:

- Validates his point – where instances where the Oncenter had to come back to make up a shortage

Mr. Fisher:

- Have not come back for shortage since hiring venue manager – much more pleasant

Mrs. Rapp:

- Asked the bottom line for the concert they had

Mr. Fisher:

- Still trying to understand expenses – have building expenses, expenses for putting systems in place and expenses that came as a result of the event
- Think they are close to breakeven

Mrs. Rapp:

- Probably as successful a concert as they could hope for

Mr. Fisher:

- Higher expenses than anticipated for next year due to late season concert; one-time equipment rental more expensive than renting 20 times or purchasing
- Breaking even this year indicates doing even better next

Mrs. Rapp asked to be provided with the exact cost and amount brought in from the amphitheater concert to verify the \$1.6 million number.

Mr. Fisher:

- Number of ushers and stage hands vary by concert - using one concert as average

Mr. Holmquist:

- No legislator wants amphitheater to fail – regardless of their vote
- Obligated to minimize risk from this point forward – passing at \$1.7 million tremendous risk with limited experience
- Confident never told money would be fronted providing additional risk above \$50 million
- Per County Executive's comments amphitheater project is phase 1 – more to come, will never end
- Obligated to use contingency or something on that theme; do not have a contract, do not know revenues, do not have details, have limited experience, no guarantees - can't imagine Legislators would appropriate \$1.7 million
- Suggested everyone think of alternatives before the Ways and Means Report to remedy this

Mr. Jordan:

- Analogizing to Oncenter provides no comfort - subsidized at \$1.5 million per year
- Fear subsidy will grow to \$2 million or \$3 million between Oncenter and amphitheater; not discussed prior to building amphitheater

Mr. Fisher:

- No subsidy requested
- Subsidy intended when Oncenter was built per Comptrollers report, room tax went from 3% to 5% explicitly to support that subsidy – predecessors assumed subsidy
- Do not expect to need for subsidy

Chair Knapp;

- Moving on – discussion needs to continue after review

Mr. May:

- Talked about many problems – want to discuss possibility of solutions
- Valid accounting questions on the table – questioned if there was another way to account for this undertaking in 2016

Mr. Morgan:

- Only other option was enterprise fund – not enough information to go that route at this point

Mr. May:

- In middle of RFP process

Mr. Fisher:

- 2 RFP's - venue manager and concert promoter

Mr. May:

- Questioned a way to pursue a level of assurance within the RFP contracts above what has been thought about to date – examples:
 - Legislature took measureable steps to protect taxpayers from burden of debt service associated with this project – entire amount of incoming gambling money earmarked first for annual debt service, amount over and above earmarked for debt stabilization, and earmarked first dollar approach to sales tax, directing it towards debt stabilization by resolution
- Urged administration to look for ways to provide that level of assurance with RFP process, in combination with the way the funds are accounted for
- No one wants to see failure or identify shortcomings in the process, good to find ways to avoid them; County at a point to pursue these measures

Mr. Fisher:

- Excellent idea

- Legislation required reporting next year on principal and interest from Oneida settlement, allows Legislature to consider setting aside some sales tax
- That type of review very good practice – happy to discuss this

Mr. May:

- Resolution gives them options but it is something they must do from his prospective

Chair Knapp asked to be provided with the balance for the Special Events and a list of account balances for all Capital Projects.

Chair Knapp:

- Questioned the increase in other employee wages

Mr. Stevens:

- Overall 103 budget increasing by 2.7% - totally driven by minimum wage increase

Chair Knapp:

- Questioned travel and training budget usage

Mr. Lansley:

- In past sent people to national and local conferences, recently unable to do with tight budget, would like budget to allow this

Mr. Stevens:

- Recertification also out of this – next year have recertification's that are not annual

Chair Knapp:

- Questioned the revenue in line A590038 on pg. 5-6

Mr. Stevens:

- Veteran's Cemetery revenue for burial
- \$80,000 proposed for 2016, \$165,400 actual number for 2014, has averaged \$80,000 per year, if you look back to 2013

Mr. Lansley:

- 2 years in on session – one year was not carried over

Chair Knapp:

- Questioned amount and need for overtime at Pratt's Falls

Mr. Lansley:

- Southern district includes Highland Forest, Pratt's Falls and Jamesville Beach – share employee, not much need at Pratt's Falls

Chair Knapp:

- Asked about expansion to Veteran's Cemetery

Mr. Lansley:

- Opened space for future years services
- Plan for additional roadways in capital project - need access to additional grave areas

Chair Knapp:

- Questioned \$53,000 proposed for equipment in Grants Budget

Mr. Stevens:

- Per earlier discussion, pertains to equipment for the amphitheater

Mr. Lansley:

- Partial charges, vehicles also used at Onondaga Lake Park

Mrs. Rapp:

- Questioned additional \$65,000 in non-real property tax items under the zoo budget page 5-60

Mr. Lansley:

- Portion of marketing and advertising plan for the zoo

Chair Knapp:

- ROT money

Mrs. Rapp:

- Questioned if marketing plan was internal or external county marketing

Mr. Lansley:

- Both and small portion for fishing website
- Garnering many fishing tournaments – want to keep website in focus of sportsmen
- Much local advertising for zoo, some external magazines and tagalongs with CVB for external markets

Mrs. Rapp:

- Questioned the amount of coordination with the CVB – doing a lot of the same things proposed

Mr. Lansley:

- Do small amount of advertising with CVB;
- CVB assist with programs such as Ironman – but not advertising
- No advertising dollars other than Discovery Guide - produced every other year, showcases all parks, not specific to zoo as destination location

Mrs. Rapp:

- Suggested someone from Parks be on the CVB board – allows for seamless coordination and stretches dollars for both

Mr. Lansley:

- Work well with CVB sports and marketing person – should pursue board position

Mrs. Rapp:

- As their sphere of influence gets bigger their part of the business gets bigger
- CVB are experts and could help

Mr. Jordan:

- Questioned who would handle amphitheater advertising

Mr. Fisher:

- Concert promoter responsible for advertising concert
- Park responsible for advertising community use park – no plans to do so, receives much free media, may advertise on website

Mr. Fisher:

- Questioned any portion of increased advertising allocated to amphitheater

Mr. Lansley:

- Not part of their plan – exclusively for zoo and fishing website

Chair Knapp said the meeting would take a break and reconven at 11:00 a.m. for Facilities.

Chair Knapp reconvened the meeting at 11:10 a.m.

FACILITIES MANAGEMENT – pg. 5-12: Duane Owens, Commissioner; Rustan Petrela, Deputy Commissioner; Archie Wixson, Jr., Deputy Commissioner; Karen Hajski, Accountant 2; Patrice Gile, Budget Analyst 2

Mr. Owens presented the following:



Table of Contents	
Section 1:	2015 Challenges and Accomplishments 2015 Budget Review & Wrap Up
Section 2:	2016 Budget Overview Personnel Project Accounts Capital Improvement Plan
Section 3:	2016 Strategic Priorities
Section 4:	2016-2021 Strategic Priorities

TABLE OF CONTENTS



2015 – YEAR IN REVIEW



Key Challenges

Facilities Management successfully implemented and demonstrated our mission as the service department capable and proven in delivering project management, incorporating sustainability concepts in all projects, security, maintenance, emergency responses, asset protection, designs, planning, administration, common area maintenance and inspections. As a result, other County departments were able to deliver their programs and services more effectively.

Facing Challenges:

- Facilities Management serviced all County departments and tenants with maintenance and trade service. We provided labor for internal and external departmental moves. We provided cost estimating, and design and planning services for office renovations and improvements, with limited resources.
- Managed multiple construction projects and RFP processes for other County departments in order to ensure contractor's performance and budget adheres to the contract and/or RFP awarded.
- Executed the Onondaga County Capital Improvement Plan.
- Handled department calls and work requests on a daily/hourly basis. Currently on pace to complete over 3200 work-order requests.
- Took a proactive approach at implementing sustainable and environmentally friendly concepts to all planning, design and project management.
- Effectively reduced energy consumption through demand response program, systems management, energy efficient enhancements and procurement.
- Continuously improved the process of consolidating mail services for other municipalities and departments.
- Committed to the County's Climate Action Plan goals.
- Supporting Oncenter, Everson Museum and Parks events.
- Snow removal through 11 Downtown properties and 6 outlying properties.
- Provide adequate heating and cooling for eleven properties.
- Civic Center and County Office Building TA Intake Project. Currently performing a program study to define the needs of the Human Service Departments with intake functions.
- Maintain a new state of the Art Event Center (Amphitheater.)

Facilities Management successfully carried out its portion of the County Executive mission to deliver the services it was charged with, in a safe, cost effective and customer friendly manner.



2015 PROJECTS AND SERVICE

- Manage 20 plus projects at a time
- Snow crew should be commended for the job they did last winter

Facilities Improvements & Accomplishments

Serviced various County departments, such as Aging and Long Term Care Services, Child and Family Services, Community Development, Comptroller, CNY Arts, Health, E911, Finance, Information Technology, Law, Library, Management & Budget, Metropolitan Water Board, Parks and Recreation, Personnel, Probation, Purchase, Sheriff, Social Services - Economic Security, Transportation, City Police, Oncenter – SMG, and NYS Courts with design, planning, cost estimating and implementation of office renovations. In-house design and skilled trades were utilized to complete the reorganization and remodeling projects.

In 2015, Facilities Management made substantial improvements and renovations:

Civic Center Curtainwall and Window Upgrades – Finalized construction January 2015. Coordinating all restoration of offices and tenant moves back to window areas that were within the construction project limits, including design and performing all general construction, mechanical, electrical and plumbing with in-house trades. Expected completion date of October 2015.

Civic Center Zoning Valve Installations— Utilized the window project office relocations to install zoning valves on each floor. This was done with in-house trades and has increased the ability for us to control comfort by individual floors versus four zones in the Civic Center. In addition, we will gain significant energy efficiencies and have received an energy grant to help off-set the cost.

Civic Center Theater and Office Tower Reroof – Replaced a leaking Theater roof system. It was original to the building and consisted of eight (8) different levels with a combined area of about 26,000 square feet. A new adhered roof system now provides substantially greater insulation value, an integrated leak detection system and a walk pad system that offer worker safety and enhanced roof surface protection.

Civic Center Basement Onondaga Room Renovation -Renovation of the Onondaga Room, which is adjacent to the main cafeteria space, included removing the wall between the Onondaga Room and the Atrium, providing new security grilles, new ceiling, new lighting, updated finishes and new furniture.

Civic Center Second Floor Kiosk Area - Provided design and construction of new area to accommodate nine (9) self-service kiosks for the Department of Social Services.

Civic Center and County Office Building Second Floor Reuse Study - Developed the program study and schematic design for an Architectural and Engineering Services RFP for the Temporary Assistance and JOBS Plus! intake programs. Project to be out for public bid in early Spring 2016.



2015 PROJECTS AND SERVICE

- Civic Center kiosk proven successful and helped flow of traffic through entire building

Facilities Improvements & Accomplishments

Civic Center ADA Door Operators - Door operators were installed at the elevator lobby doors on floors 2-16 and the basement level of the Civic Center, to provide increased handicapped accessibility to the floors. Completed April 2015.

County Office Building 1st Floor Lobby Counter Enclosure - Provided glass enclosure at lobby counter to allow for CNY Services to distribute checks to their clients.

County Office Building 4th floor Renovation – Architectural design completed in-house. Mechanical, electrical, plumbing and fire protection design with professional term service contracts. Awaiting the start of construction to provide a "vanilla box" shell, including walls, ceilings, fire protection, mechanical system and bathroom facilities to accommodate a future County department. Project to be completed by a General and Mechanical Contractor, and OCFM trade staff for Fire Protection, Plumbing and Electrical scopes. Expected completion date of end of 2015.

Handicapped Waiting Room Seating - Provided new designated handicapped seating for the Department of Social Services waiting rooms on the second, fourth, fifth and twelfth floors of the Civic Center and the seventh floor of the County Office Building.

Beaver Lake Front Entrance Redesign - It will include several features, among them a walk path paver wrap around porch with a pre-manufactured awning structure. This structure will support a green roof. There will be a dry creek bed with a Stamp-crete walkway over the top of the creek bed, and a hand rail system similar to what we used at the zoo. All new porous pavers and landscaping will be in the front entrance, included limestone seating rocks. We are installing porous pavement in two of the parking lots, new granite curbing, repairing the bad spots in the entrance road, and a new layer of asphalt top to all roadways. Onondaga County Facilities Management (OCFM) will handle the construction management of the project along with providing electrical and plumbing skilled trades work.

Betts Branch Library Improvements - OCFM will design this project and provide the scope of work for the MEP term contract selection and bid package for the Betts Branch Library. The new improvement goal is to modernize the library to better service all demographics, especially teens. Currently still in design, project completion date estimated for May 2016.

Community Plaza Expansion Joint Replacement – Developed scope of services for the replacement of deteriorated concrete, waterproof membrane and expansion joint between the Everson Museum and Community Plaza using the professional term service contract. This project will elevate the leaking of water from the Plaza area into the Museum. Design and construction to be completed Fall 2015.



2015 PROJECTS AND SERVICE

Facilities Improvements & Accomplishments

Erie Canal Museum Visitor Center First Floor Renovation – Coordinated the construction and administration of the new exhibit project, as required by New York State funding and grant requirements.

Jamesville Correctional Second Chance Canine Adoption Facility – New construction of a 1,952 square foot building to house 20 dogs was a joint effort between Facilities Management and the Department of Transportation. The Facility is located on the grounds of the Jamesville Correctional Facility. Facilities' skill trades performed the electrical, plumbing and painting work for the project. Care and adoption services will be provided through a third party agency with assistance from select inmate population. Completed Fall 2015.

Jamesville Correctional Kitchen Supervisor Office - Designed and specified a supervisor office for the Department of Corrections. The previous supervisor room was disconnected from the dining area where the majority of inmates are gathered. This created difficulty for any level of supervision. The new supervisor room includes new workstations for 3 employees.

Oncenter Convention Center, State & Harrison Street Entry Door Replacement – Majority of existing entry doors were either inoperable or in need of constant maintenance. Problems with the existing State Street doors are attributed to their monumental height and corresponding weight plus an inappropriate hinge system for the upstate New York climate. Replacement will remedy those issues by redesigning with smaller doors with transom & suitable hinge system. Also includes a new ADA automatic door operator and hardware for future security entry system.

Oncenter Convention Center Cold Frame Greenhouse – OCFM designed a small greenhouse for the chef of the Oncenter to grow micro-greens and herbs. Design was completed using repurposed materials from surplus, including French doors donated to the chef.

Oncenter War Memorial Ice Rink Expansion – After many years of requests, we have expanded the ice rink to NHL/AHL regulation size by seven (7) feet. OCFM was the project manager for the entire project from design to final construction. As a result to the ice rink expansion, we had to modify the retractable seating, insert additional concrete to extend the refrigerant lines and provide structural reinforcing.

Various Oncenter War Memorial Projects – Extensive repainting of the arena concourse area; plans for renovation of bar area; constructed new space for memorabilia and merchandise sales; currently reviewing options for preferred seating suites.



2015 PROJECTS AND SERVICE

Facilities Improvements & Accomplishments

NBT Stadium – OCFM acted as the construction manager for the Parks Department with three phases of renovations at the stadium, including a deck at the Family Fun Zone, premium seating at third baseline and renovation of the Hank Sauer Room, which will include an exterior group function plaza. Expected completion of all three phases Spring 2016.

SWCC Library and Career Development Room - Provided design services for the enhancement of the Onondaga County Public Library branch and adjacent Career Development Room within the Southwest Community Center. OCFM electricians will provide assistance during construction. Expected completion late Fall 2015.

Connective Corridor Civic Strip – Continued to coordinate the design and approval process for the Civic Strip intersections, and civic building entry improvements with the City of Syracuse, Syracuse University, Syracuse Landmark Preservation Board, Syracuse City School District and New York State. The Entry project at the Erie Canal Museum includes new paver installation, signage, bike racks and infrastructure for an interactive kiosk. Interactive Kiosks are also being installed at the Civic Center and Community Plaza. These contracts for work, designed through Syracuse University, are to be bid by the County.

New Elephant Pool Rosamond Gifford Zoo – OCFM provided technical assistance in the design development of a 50,000 gallon wading pool at the elephant exhibit, promoting strategies of water conservation, storm water management and maintenance efficiencies.

E911 HVAC Replacements - Developed the study and condition assessment of the existing HVAC system and made recommendations for the system replacements. Obtained NYSERDA funds to pay for 50% of the cost of the study. Solicited the design services and managed the design development. OCFM will provide the construction management for the project which is expected to start in the Fall of 2015.

Hutchings Psychiatric Center Children and Family Services Day Treatment & Out-patient Programs Relocation – Assisting with the Department of Children and Family Services relocation from Hutchings Building #1 to a new facility. Provided space utilization plan, report of existing space and cost estimates. Expected completion date end of 2015.

Steam and Chilled Water - Continued to efficiently produce and control steam and chilled water services to 13 downtown complex properties.

Lakeside Amphitheater - Oversaw the construction of a \$50 million project to build an amphitheater on Onondaga lake west shores in six (6) months. The project was completed on time, within budget and without any safety occurrences.



2015 PROJECTS AND SERVICE

Synergy within Onondaga County

Under the leadership of the County Executive, 2015 was another accomplished year for the County. We continued our cooperative ventures with the Central Business District and Syracuse University.

- Environmental and climate engineering study
- Connective Corridor
- Civic Strip
- Urban Video Project at Everson Plaza
- Downtown Committee - Arts & Craft Fair
- SMG/Crunch/Silver Knights/Syracuse Chiefs

In addition, the Facilities Management Department provided direct design, planning, construction management, oversight of professional services, skill trades, building systems and emergency response to the following departments:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Department of Transportation • Metro Water Board • Sheriff's Department • SMG • Libraries • Hillbrook • Purchasing • Board of Elections • Health Department • Economic Development • Department of Information Technology • E-911 | <ul style="list-style-type: none"> • Adult and Long Term Care Services • Children and Family Services • Community Development • Comptroller • CNY Arts • Finance • Law • Management and Budget • Personnel • Probation • Social Services- Economic Security • Syracuse Police Department • New York State Courts |
|--|---|



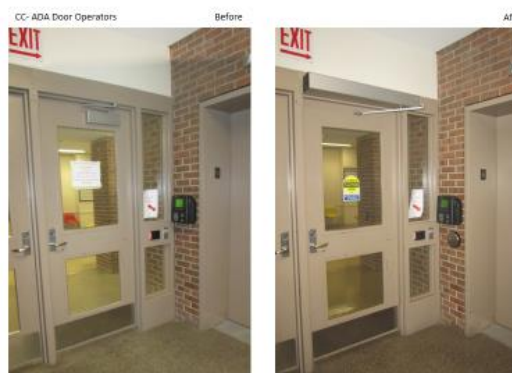
- Assists all County department with design, planning and construction; saves County money - not outsourcing; architecture engineers on staff

Project Photos – 2015



PROJECT PHOTOS

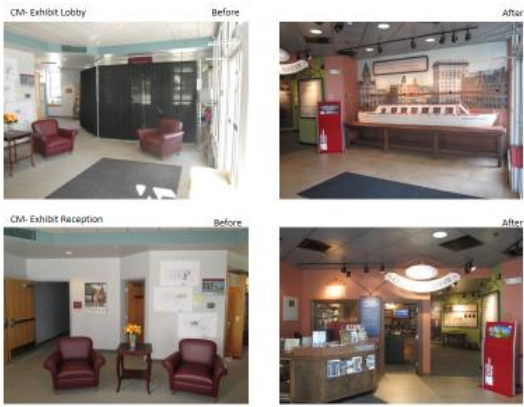
Project Photos - 2015



PROJECT PHOTOS

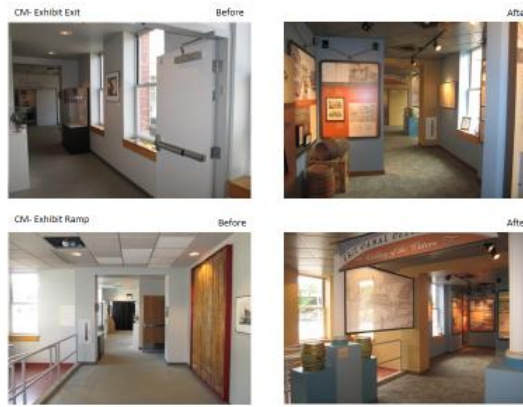
- Bernthal Way - Replaced planters, fixed bench and pavers; more people enjoying lunch in the area
- ADA enhancement long over due

Project Photos - 2015



PROJECT PHOTOS

Project Photos - 2015



PROJECT PHOTOS

Project Photos - 2015



PROJECT PHOTOS

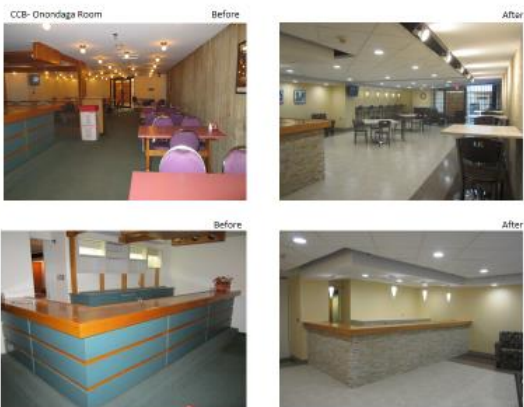
Project Photos - 2015



PROJECT PHOTOS

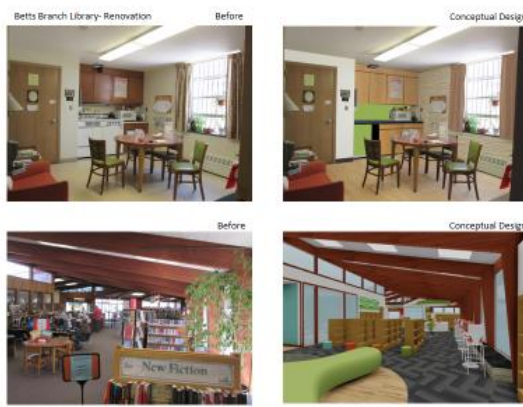
- For employee and public use, expect increased winter use

Project Photos - 2015



PROJECT PHOTOS

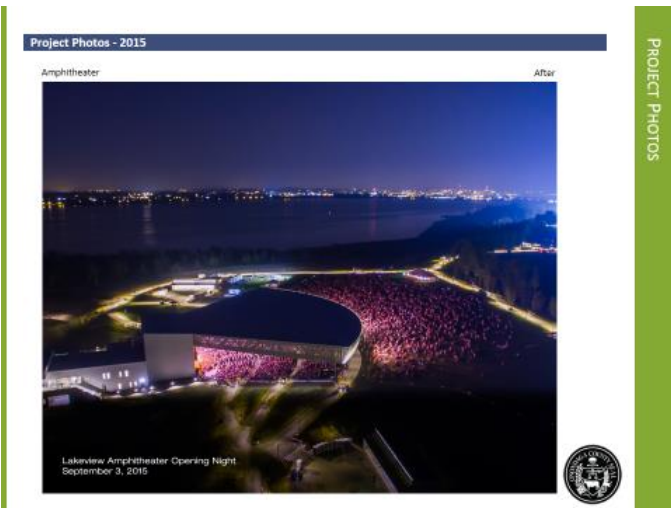
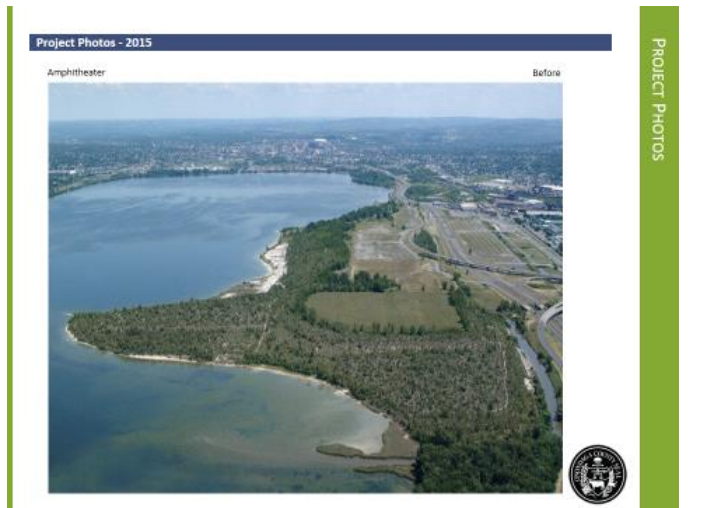
Project Photos - 2015



PROJECT PHOTOS

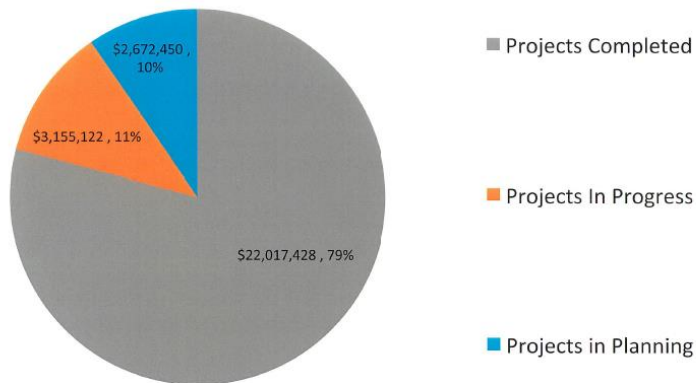


- Thanked Legislature for authorizing theater roof repair – hole caused major problems



- Images are just a few highlights of what was completed by Facilities in 2015

2012-2015 Capital Improvement Projects Progress Report



2015 CAPITAL IMPROVEMENT PROJECTS

2015 Highlights

- Self performing select renovation projects with our in-house skilled trades. As a result, we have realized a savings to the County while getting very valuable projects completed within the County's budget.
- Utilized Job-Plus workers to subsidize our central maintenance operation.
- Increased service base while maintaining current staffing level.
- Improved security for the Client Identification Unit on Civic Center 2nd floor.
- Incorporated countywide CIP planning information facilities by the addition of Rustan Petrela.
- Engaged in a complicated plan to relocate Day Treatment from Hutchings Psychiatric Center to a potential new location.



2015 BUDGET REVIEW

- Utilize Jobs-Plus, provide good on the job training and work related experience; hired a few - one went from Jobs-Plus to part time county worker, then full time, now in team leadership role for the County
- Hutchings large move - much planning and design

Energy & Sustainability 2015

- Exercised County Demand Response Program - We realized revenues by the Winter and Summer seasons for this program. We will generate \$95,00 in revenue for this years DRP. Some of this revenue will be used to install metering necessary to add two more County WEP facilities to the program.
- Managed and required sustainable design in all of our projects.
- Prepared and issued RFP and awarded contracts for installation of an additional 4 Megawatts of solar photovoltaic (PV) electric generating capacity at the County's Jamesville Penitentiary and Metropolitan Water Board's Clearwater Treatment Plant facilities. The solar systems will be installed, owned and operated by a 3rd party developer with no upfront cost to the County. The County will purchase the electricity produced at prices below forecast utility prices through a 20 year Purchase Power Agreements (PPAs). The electricity produced and purchased is expected to meet about 96% of the MWB and 170% of the Jamesville site requirements. The remainder of the Jamesville output will be used to offset the electricity load at the Civic Center. When combined with the previous projects at Oak Orchard and MWB Soule Road, total solar production will be over 9% of the total County electricity requirements. This will reduce the County's Green House Gas emissions by nearly 6%. All solar projects will be operational in 2016.
- Obtained NYSERDA funding to pay for 50% of the conceptual design for the HVAC upgrade of the Emergency 911 Communications Center.

- Provided analysis to support obtaining low interest Qualified Energy Conservation Bonds for the Civic Center Window Replacement.
- Continuation of replacing and restoring insulation on mechanical systems.
- Installed Variable Speed Drives and pumps for efficiency and savings.
- Assisting in obtaining National Grid contracts funding approximately 50% of the costs of lighting upgrades at the Jamesville DOT facilities and Branch Libraries.

Dept.	Account No.	Description	National Grid Contribution (Incentive)	Total Cost	Percent Incentive
OCPL	1457614104	White Branch	\$ 2,328.26	\$ 5,241.29	44.4%
OCPL	1459048108	Petit Branch	\$ 3,922.45	\$ 6,868.23	57.1%
OCPL	1916410100	Paine Branch	\$ 1,212.38	\$ 2,220.39	54.6%
OCPL	3502535107	Beauchamp Branch	\$ 2,833.09	\$ 6,094.04	46.5%
OCPL	3829003100	Mundy Branch	\$ 1,011.68	\$ 2,402.45	42.1%
OCPL	5262529103	Betts Branch	\$ 4,344.98	\$ 8,037.36	54.1%
OCPL	5794998105	Soule Branch	\$ 3,017.08	\$ 5,475.38	55.1%
OCPL	8909994107	Hazard Branch	\$ 3,672.28	\$ 8,455.28	43.4%
DOT	5801077006	Jamesville DOT	\$ 67,567.24	\$ 144,510.69	46.8%
Total			\$ 89,909.44	\$ 189,305.11	47.5%

- Continued with material salvage and recovery.
- Prepared Onondaga County electricity and natural gas budgets and provided quarterly updates on actual and projected costs throughout the year.



- Apply for energy grants at every opportunity, graph shows some reimbursements received from projects
- Solar farms producing – help reduce or maintain energy cost and environment friendly; expect all four facilities to be operating by 2016



2016 Strategic Priorities

We intend and are prepared to continue our work on system upgrades and delivery of services. An example of systems and deliveries that we will be working on are:

- Pursue cooperative ventures with other departments to capture efficiencies produced by Facilities.
- Pursue opportunity to buy electricity in the wholesale market to obtain further energy cost savings.
- Support and promote the Civic Strip and Connective Corridor Programs.
- Perform facility improvements utilizing in-house staff to reduce costs, when the opportunity presents itself.**
- Expand the design, planning and management functions to support City/County ventures.
- Enhance skill levels by taking advantage of educational and training opportunities for departmental employees.
- Continue our pursuit to become accredited as Certified Facilities Managers .
- Acquire and incorporate an Asset Management software program and tools in order to efficiently make building assessments and asset decisions in order to protection to further the life span of aged County owned buildings.
- Incorporate sustainable products and development in all aspects of Facilities Management.
- Meet and exceed expectations as a service department to support other County Departments in their operations.**
- Develop and implement a preventative maintenance program that is inclusive of all our building systems.
- Continue to improve our work-order system and preventive maintenance program process.**
- Repair and replace insulation throughout the Downtown Complex.
- Continue with asbestos abatement and replacement of floor coverings.
- Enhance the work experience for County employees by making this a better place to work , “One Brick at a Time”.



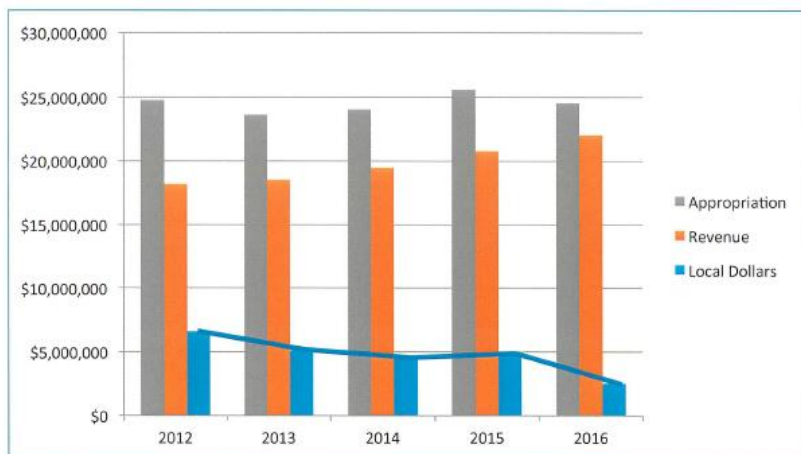
Operating Budget

The decrease in appropriations is mostly due to the decrease in utilities.

The increase in revenues is due to the increase in the interdepartmental charges.

The decrease of local dollars is the result of the decreased appropriations and increased revenues.

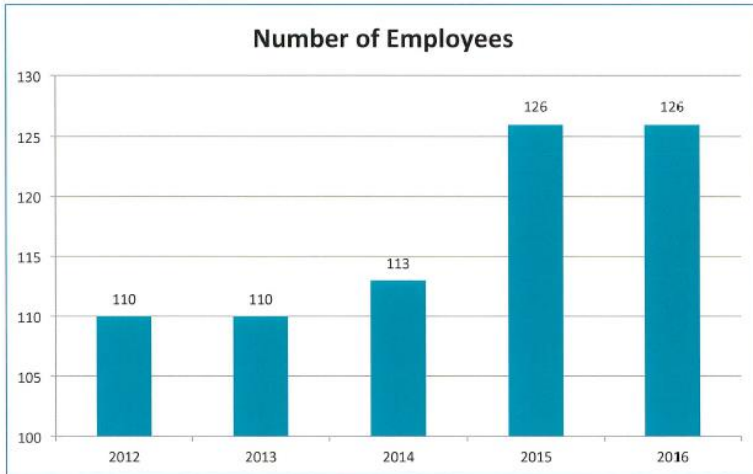
Operating Budget



Personnel

Facilities Management is requesting additional positions moves. These moves will further correct the alignment of County’s Facilities resources, that will enable the County to properly maintain facilities and allow other Departments to perform their core function and services. This is a continuation of the current County Executive’s strategic plan to make County government more efficient, while controlling cost and maintaining its infrastructure and assets.

- Create and Fund 1 Maintenance Worker 2- Position to be utilized at E911 Center
- Decrease and transfer Director of Energy position to the Office of Environment.



- 2015 took on Library staff; E911 had electrician serving as maintenance worker – more electrical needs at Facilities, moving to Facilities and requesting maintenance worker 2 for E911; director of energy move in line with County’s strategic plan – continue to assist Facilities in obtaining grants and management of energy projects

2016 Capital Improvement Projects

Civic Center Re-roof

Budget- \$1,330,000

Scope- The roofs on the Civic Center Office Tower are thirty-nine years old and at the end of their expected life. Several incidents of leaks into the IT server room make this project imperative to our asset protection. This project will require a complete re-roofing of all roofs, including replacement of coping covers, pointing of brick veneer at the penthouse, and all associated flashings. We also anticipate improving the thermal insulation value per code, which will offset some of the capital cost with ongoing added energy savings.

Civic Center Office and Masonry Improvements

Budget - \$770,000

Scope- This ongoing project consists of masonry repairs to the lower brick veneer, concrete stem wall, and columns located in front of the Civic Center, in addition to interior office renovations to multiple floors located in the Civic Center office tower. The project will include new office environments, painting and lighting, carpeting, and HVAC modifications. It will also provide ADA enhancements and incorporate sustainable practices, such as energy reduction and ergonomic planning.

Center for Forensic Sciences Building Rehab. /Renovations

Budget - \$390,000

Scope - This project will accomplish a number of improvements of various natures in the interior and exterior of the Center for Forensic Sciences Building. Various components of this building are in need of repair or renovations. Several repairs will provide a safer and more functional workspace. In addition, the staffing levels and technological processes have changed, requiring reconfiguration of the floor plan.



- County server directly below deteriorating roof, experienced some leakage, leakage like the theater roof would impact entire County operation – time to repair roof
- Starting renovation of Civic Center 6th floor - on going project
- Multiple projects included in Center for Forensic Sciences renovations

2016 Capital Improvement Projects

Courthouse - HVAC Renovations

Budget - \$400,000 (Study&Design)

Scope - This project is designed to address the aging, 50+ year old HVAC systems in this important 106 year old landmark building. The goal of this project is to extend and improve the mechanical life of the building's infrastructure without the need to displace the critical functions that take place during the renovation process.

Downtown Campus Priority Capital Improvements

Budget - \$1,500,000

Scope - This project will generate improvements in structural integrity, mechanical systems, energy efficiency systems, life/safety issues, office environments, building exteriors, infrastructure, ADA improvements, and security and fire alarm systems of buildings and grounds within the Downtown Campus, as well as providing for the preservation of county assets. The funding source for this project will be \$1,100,000 debt and \$400,000 cash.

OnCenter Rehabilitations

Budget - \$1,500,000

Scope - We propose to replace, rehabilitate and restore various fatigued, out of date and failing systems and components within the OnCenter Building group. This will include, but will not be limited to, theater enhancements of acoustical treatments, ADA upgrades and appurtenances, building systems modifications, lighting replacements, insulation replacements and press box renovations. We will ask authorization for \$1,500,000 but we will borrow and spend \$500,000 per year for the next three years.



2016 BUDGET OVERVIEW

- Courthouse HVAC large ticket item – need study before going further
- Ongoing campus improvements – includes all downtown building

2016 Proposed Pay-as-you-go Funds in Capital Project

Projects	Amount Proposed	Comments
Downtown Campus Priority Capital Improvements	\$ 400,000	This project will generate improvements in structural integrity, mechanical systems, energy efficiency systems, life/safety issues, office environments, building exteriors, infrastructure, ADA improvements, and security and fire alarm systems of buildings and grounds within the Downtown Campus, as well as providing for the preservation of county assets.
Total	\$ 400,000	



2016 BUDGET OVERVIEW

2016-2021 STRATEGIC PRIORITIES



2016-2021 Strategic Priorities

- Continuation of the County Executive's strategic plan to correctly align resources to support a more efficient County government while properly maintaining County's facilities.
- Install an affordable user friendly computerized maintenance management system which initially will include a work order module and a preventative maintenance module. This system will streamline the process of addressing the needs of our buildings and users, increase the efficiency of our workforce and management team and ultimately save time and money while improving the service standards.
- Continue the reduction of paper filings by digitizing office files for accessibility of drawings, specifications, submittals and plans.
- Deliver and maintain the training programs to staff such as LEED, PESH, confined space, respiratory, hazardous waste and all levels of PPE.
- Continue support for Green Infrastructure Projects in the Downtown Complex.
- Utilize new technology and office floor plans for increased productivity, building efficiency and HVAC.
- ADA compliance enhancements.
- Implement, develop and maintain an Asset Management system that will give us accurate, timely and reliable information about the conditions of the County's assets. This will greatly enhance the decision-making process of determining and prioritizing Capital projects.
- Implement a "Quality Assurance Program" for custodial services which will determine cleaning standards and task frequencies and assure that these standards are successfully implemented by systemic monitoring and communicating with tenants.

2016 – 2021 STRATEGIC PRIORITIES



- Paper filing significant space issue
- Implementing standards major strategic plan - Quality Assurance Plan rolling out soon, standard operating procedure (SOP), details how to clean and how frequently; working to get all standards on paper – from cleaning to project management

Chair Knapp:

- Applauds consolidation of maintenance staff and various assets
- Previously had many situations similar to E911 - high priced asset worked out of skillset, could be more efficiently used

Mr. May:

- Impressed with energy savings and effort given, also budget down overall
- Questioned what was driving increase for interdepartmental revenue –

Mr. Owens:

- Getting smarter - charging appropriately
- Many things held in Facilities should have been charged to other departments; understands shifting local dollars but important to see charge where it belongs
- Not increasing charges – making appropriate corrections

Mr. Morgan:

- Charges naturally increase as operations fold into Facilities from other departments – charge services out to those departments, e.g.; Library and Hillbrook
- Not only reason - many adjustments are included with interdepartmentals

Mr. May:

- Agrees with thought process
- Need to understand large interdepartmental increases across the budget

Mr. Morgan:

- Use most current years for future projection and try to determine direct expenses that can be allocated to a department

- Reviewing all methodologies used to charge departments for service – last reviewed by Comptroller’s office 10+ years ago – analyze how costs are collected and allocated, ensure charges are defensible for department audits and documentation supports; high priority once budget subsidies
- Huge swings may still happen due to projects directly benefiting one department
- Will identify huge swings and provide explanation

Mr. May:

- Anything over 30% to 40% increase

Mr. Holmquist:

- Referenced comptroller’s Carnegie audit - asked for vacant space update, audit noted conference rooms could be reconfigured for better utilization on many floors, and macro thoughts on utilization of existing space
- Number of County departments have satellite locations – paying hundreds of thousands in rent; e.g., Economic Development

Mr. Owens:

- Some assumptions way out of line
- Should consider moving people in – waiting for legislative body to get with Executive office
- 2 plans, a few could move in prior to Carnegie
- Incorporating Carnegie provides bigger bang for the dollar than comptroller highlighted - some items cost more than savings would incur, e.g., enormous cost for moving a few people to various floors
- Audit has merit - opportunity to move satellite facilities downtown; question is do they want that or more for the dollar incorporating Carnegie
- Happy to provide more details at later date – go through audit and facilities proposal

Chair Knapp:

- Good topic for County Facilities Committee meeting after budget process completes

Mr. Holmquist:

- Agreed
- Topic not part of strategic plan and doesn’t see Carnegie listed as part of the Capital Plan

Mr. Owens:

- Put aside for further discussion – no ask for this year

Mr. Holmquist:

- Questioned if the County has a clean desk policy – previously discussed, need assurance highly sensitive information is secure

Mr. Morgan:

- No official policy, employees working in departments with sensitive information required to sign confidentiality document
- Less paper - data more protected, digitized and on computer

Mr. Holmquist:

- Questioned if clean desk policy was signed yearly and if there was training

Mr. Morgan:

- Not clean desk policy – confidentiality, violations taken very seriously
- Initial signing of document and continual training to ensure employees are aware information is highly sensitive

Mr. Holmquist:

- Suggested internal friendly audit should be considered – periodically within department have someone check, a reminder could add value

Mr. Morgan:

- Believes Social Services has yearly reminders – point taken

Mr. Britt formally requested a representative from the Comptroller’s office be present when meeting in reference to the Carnegie audit. Chair Knapp responded, “Absolutely, to answer any questions”.

Mrs. Rapp:

- Questioned \$77,000 increase for mailing – thought mail processing was going provide decreased costs

Mr. Owens:

- Part of 410 line – \$28,000 increased postage; \$37,000 security guard prevailing wage rate increase and \$12,000 property tax increase

Mrs. Rapp:

- Questioned property tax payment

Ms. Hajski:

- Not true property tax - Special Assessment tax paid to the City – including flushing and lighting

Mr. Morgan:

- Special Districts

Mrs. Ervin:

- Attested to wonderful look of the Onondaga Room and Bernthal Way – appreciates work they doing

Chair Knapp:

- Questioned what is driving decrease in supplies and materials

Mr. Owens:

- Lower gas price – only \$6,000 decrease relative to 2015 Adopted

Mr. Morgan:

- Some carryover from prior year – funds not expended, see number going back toward adopted

Chair Knapp:

- Questioned \$372,000 professional services increase for energy consultants

Mr. Owens:

- Energy consultant for entire County paid for out of Facilities budget – charged to all departments via interdepartmental

Mr. Morgan:

- Energy consultant paid for by decreasing all departments 413 line - maintenance, utilities and rents
- Theorize energy savings - net zero across the board, estimated utilities for County as a whole in each department, determined consultant fee and reduced energy line by same amount

Chair Knapp:

- Questioned if consultant was external

Mr. Morgan:

- External consultant with annual cost – not onetime cost

Chair Knapp:

- Consultant cost to be offset by savings

Mr. Morgan:

- Plan entered that way for 2016 – hope costs come down further and more than pay for themselves
- Charge for consultant offset by reduction in utilities for each department, including Facilities – can provide additional information if needed

Chair Knapp asked to be provided with project balances for all capital projects.

Chair Knapp:

- Questioned what lines A590040 and A590042 were

Mr. Owens:

- Line A590040 – charges to Court Administration for MLR and recycling increase

Ms. Hajski:

- Also charges to OCC, Oncenter, Jobs-Plus and Courts for mailroom – picked up additional users, bill back postage
- Large portion City abstract for PSB and CFS operations

Mr. Morgan:

- Both accounts mainly abstract charges back to the City

Chair Knapp:

- Questioned window project completion

Mr. Owens:

- Construction completed
- Predict everyone's return to original location by November

Chair Knapp:

- Questioned projection for 2015

Mr. Owens:

- Expect to be on budget

Chair Knapp asked to be provided with the outsourced parking lot revenues. Mr. Owens said that the revenue was included – will provide more detail.

The meeting recessed at 12:05 p.m.

Respectfully submitted,



KATHERINE M. FRENCH, Deputy Clerk
Onondaga County Legislature

ATTENDANCE

COMMITTEE: **WAYS & MEANS 2016 BUDGET REVIEW OF COUNTY FACILITIES COMMITTEE DEPARTMENTS**

DATE: **September 22, 2015**

NAME	DEPARTMENT/AGENCY
PLEASE PRINT	
Taffey Popka	Personnel
William Cifowatta	Personnel