

Priority: Accountability
Program Offer Type: Internal Service
Related Programs:

Lead Agency: County Management
Program Contact: Doug Butler

Program Characteristics:

Executive Summary

The Facilities and Property Management Division pays for utilities and facilities debt service on all County buildings. These charges are "passed through" to the respective tenants in those facilities based on their occupancy in those buildings. In addition, Facilities charges an assessment to all tenants in County owned buildings to cover the long-term maintenance of the buildings. These assessments are collected here and transferred to the capital funds for management.

Program Description

This Program Offer is linked to the Accountability priority by paying for, managing and charging building occupants for utilities and facility debt service as well as collecting the capital assessments for both the Asset Preservation and Capital Improvement Program Funds.

All of these pass-through expenses are tracked on an individual building basis and allocated to the individual tenants in each building based on their occupancy.

Program Justification

Facilities recognizes and pursues energy saving opportunities in County facilities in order to minimize both expenses and environmental impact. FY08 Expenses for utilities are projected at \$5,889,000 and are adjusted annually to align with usage and deregulated market pricing.

FY08 Facility debt service is \$9,338,658 and is adjusted when Finance restructures its debt portfolio or when buildings are sold as outlined in the approved Facilities Disposition Strategy. Since the Disposition Strategy's inception in FY 04, Facilities has reduced Countywide debt by \$251,878. Potential future dispositions could result in substantially more debt reduction.

FY08 Capital cash transfers are \$4,990,068 which includes fees for both Asset Preservation (\$1,982,274) and Capital Improvement Projects (\$3,007,794) at \$2.35 per square foot.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY05-06)	Current Year Purchased (FY06-07)	Current Year Estimate (FY06-07)	Next Year Offer (FY07-08)
Output		0	0	0	0
Outcome	Energy Usage Reduction	3.0%	3.0%	3.0%	5.0%

Performance Measure - Description

Utility forecasts which form the basis for the proposed budget are based on historical use, anticipated conservation results, and known rate increases. We will actively manage and reduce energy use as well as create and establish a new baseline to adjust and compensate for fluctuations in deregulated energy markets.

Additional strategies include processes internal to Facilities including: scheduling of facilities for reduction of heat, electric, gas and lighting when areas are unoccupied. Furthermore, we are reducing both water usage and sewage charges through the submetering of both landscape and cooling tower areas.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2007	2007	2008	2008
Materials & Supplies	\$0	\$6,196,929	\$0	\$5,889,000
Internal Services	\$0	\$10,331,347	\$0	\$9,479,599
Cash Transfer	\$0	\$4,510,591	\$0	\$4,683,315
Subtotal: Direct Exps:	\$0	\$21,038,867	\$0	\$20,051,914
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$0	\$0	\$0
Subtotal: Other Exps:	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$21,038,867	\$0	\$20,051,914
Program Total:	\$21,038,867		\$20,051,914	
Program FTE	0.00	0.00	0.00	0.00
Program Revenues				
Fees, Permits & Charges	\$0	\$21,144,837	\$0	\$24,922,810
Program Revenue for Admin	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$21,144,837	\$0	\$24,922,810

Explanation of Revenues

Revenues are generated by directly passing through to clients the actual expenses related to debt, utilities and capital funds.

Significant Program Changes**Last year this program was:**

Program Offer #72045 Facilities Operations - Pass Through Expenses

Utility and debt service costs reflect actual projected costs.

The Capital Cash Transfers reflect decision made with regard to the Asset Preservation and Capital Improvement Program Funds.