CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS
Policy Session Worksheet

Presentation Date: Sept. 22, 2020   **Approx. Start Time:** 2:00 p.m.   **Approx. Length:** 1½ hours

Presentation Title: Performance Clackamas: Update Building Public Trust through Good Government

Department: Finance, County Administration

Presenters: Elizabeth Comfort, Gary Barth

Other Invitees:

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?
This is an update to the Board for discussion, no action is requested.

EXECUTIVE SUMMARY:
Early in 2020, Implementation Teams were formed to address each of the Boards' Strategic Initiatives. Teams consist primarily of staff from multiple departments who are involved with planning and implementation. Due to COVID, work has been delayed; however, Teams have reconvened and are moving ahead with their work.

These update sessions provide an opportunity for the Board to review progress towards achieving the Initiatives including:
- discussing activities to date
- identifying what's working and any barriers
- recommending changes, if needed, and
- describing plans for the 12 months.

This session will review two Initiatives from the Board's *Build Public Trust through Good Government* priority:
- County's budget will be tied to results with complete transparency to the public
- County will build a new Courthouse.

FINANCIAL IMPLICATIONS (current year and ongoing):   N/A

Is this item in your current budget?   X YES ☐ NO

What is the cost? $ What is the funding source?

STRATEGIC PLAN ALIGNMENT:

- How does this item align with your Department's Strategic Business Plan goals?
- How does this item align with the County's Performance Clackamas goals?

    This is a review of departmental work on the Performance Clackamas goals

LEGAL/POLICY REQUIREMENTS: N/A

PUBLIC/GOVERNMENTAL PARTICIPATION: Involves several departments

OPTIONS: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

BCC Goal County Budget
BCC Goal Courthouse

SUBMITTED BY:
Division Director/Head Approval _____
Department Director/Head Approval _____
County Administrator Approval _____

For information on this issue or copies of attachments, please contact _____ @ 503-_____

BCC GOAL: Building Public Trust through Good Government

Strategic Result(s)

By 2022, the County's budget will be 100% tied to results with transparency to the public.

Team Members/Department (*Chair)

Elizabeth Comfort*	Gary Schmidt	Dave Cummings
Sandra Montoya	Brian Nava, Nancy Wilson	Eric Sarah
Emily Klepper, Drenda Howatt	Sue Hildick	

Key Strategies

Update Chart of Accounts
Share budget process information with departments (e.g. budget calendar, OpenGov implementation, etc.)
Engage departments in Performance Clackamas and Budgeting for Outcomes
Public transparency with and through the County's budget; Customers of the budget are the public, Board of County Commissioners and County Departments

Related Metrics

The ability to close a finance period/month that includes current period data
Departments submit billing and invoices timely to finance
AR module is installed and staff trained to utilize
OpenGov is activated and accessible by all users
New Chart of Accounts (COA) is installed in PeopleSoft for TS, HR and Finance

Activities Completed to Date

Completion of new chart of accounts
High level crosswalk from current 8 chart of accounts to the new chart
Initial testing of new budget software OpenGov
Received 15 submissions to our RFP for a PeopleSoft upgrade and new chart of account conversion in both financials and HR systems – these are in review

Activities Planned for FY 21

Q1: July-September	Q2: October-December	Q3: January-March	Q4: April-June
Select and retain PeopleSoft consultants	Begin PeopleSoft upgrades in Financial and HR systems	Continue with PeopleSoft upgrades	Continue with PeopleSoft upgrades
Test OpenGov software	Training on OpenGov budget software	Begin FY20/21 budget process using new chart of accounts in OpenGov	Finalize FY21/22 budget development
Research and develop outcomes-based process	Start Phase I on Outcomes-Based Budgeting: Department Training; analyze current and projected revenue and expenses	Align and prioritize department programs with Board priorities	Submit budget with recommended priorities

Overall Status/Progress

What's Working Well	Barriers/Challenges
Good team communications	Several projects going at the same time: new COA, new budget software, audit
Admin, HR, TS and Finance have the same goals for the system needs of the County.	PeopleSoft upgrades in TS, HR and Finance, developing and training on
	Transitioning from incremental budgeting to outcomes-based budget process – significant undertaking
	VERY tight timeline to be ready for FY21/22 budget on July 1st with all the system upgrades

Changes recommended due to COVID or other factors

Recommended Change	Reason
The original date for outcomes budgeting was July 1, 2021. This is pushed out until July 1, 2022	The amount of tasks and work to get to this place is quite a process. When we started looking at what would get us to transparent monthly finance reports tied to the County's priorities, it became a multi-year process, all which we are actively engage in and working on.

BCC GOAL: Building Public Trust through Good Government

Strategic Result(s)

Construct a new County Courthouse by 2023

Team Members/Department (*Chair)

Gary Barth (Project Manager)	Counsel: Madkour, Nate Broderman, Andrew Naylor	Finance: Comfort, Montoya, Marlton, Baxter , Jorgensen, Robertson
Drenda Howatt	Chris Storey	Dave Devore
Jenna Morrison	Brendi Pelham	PGA: Holowetzki, Chris Lyons
State DAS: Moon, Nelson	State OJD: Moon, Spradley, Larson	

Key Strategies

Analyze best model to finance and construct courthouse
Develop financing plan
Develop needed legal agreements
Select private sector partner
Approve detailed design and construction plan

Related Metrics N/A

Activities Completed to Date

• Analyzed current courthouse for repair or replacement per OCCCIF guidelines
• Developed space programming estimates for new courthouse for OCCCIF application
• Developed cost estimate for new courthouse based on space estimates for OCCCIF application
• Developed a financing and funding plan for the county share of the project costs
• Submitted OCCCIF application and receive approval to secure 50% project funding
• Secondary space plan by National Center for State Courts (NCSC)
• Updated cost estimates on NCSC space plan
• Completed Value-for-Money (VFM) analysis on delivery approach and finance plan
• Board approved the project delivery approach for the design, construction and long-term maintenance of the courthouse facility

Activities Planned for FY 21

Q1: July-September 2020	Q2: October-December 2020	Q3: January-March 2021	Q4: April-June 2021
See above	Prepare for Public-Private Partnership (P3) procurement; establish project Affordability Ceiling, capital budget, operating budget, refined design, Class 3 cost estimate, RFQ, RFP and draft Operating Agreement for Board approval	RFQ process launched and shortlisting bidders	RFP process launched

Overall Status/Progress

What's Working Well	Risks/Challenges
Consensus that the current courthouse must be replaced	Project must fit within the County's balanced and sustainable long-term operating budget
State support of match funding remains strong	No new taxpayer-approved funding; county share of courthouse funding must come from projected county discretionary general fund
	Loss of state match if County cannot fund its share of the project

Changes recommended due to COVID or other factors

Recommended Change	Reason
Change date to 2024	There have several project delays which push back the construction timeline