



County Administration

FY 22-23 BUDGET PRESENTATION



2021 Major Accomplishments

AREA	DESCRIPTION					
Equity Inclusion	EIO collaborated with members of Indigenous community and Clackamas Community College to host the first Indigenous People's Day event					
Office	Approximately 80% of all county managers and supervisors (200 people) have completed foundational training in Equity Diversity and Inclusion					
Performance Clackamas	Successful transition to new data management system for Performance Clackamas data tracking, trending, and analysis					
County	Supported the Board of County Commissioners and all staff through three emergency declarations: COVID-19, wildfires, ice storm, all in an effort to continue serving the public and building public trust through good government.					
County Administration	Facilitated over 250 Public Meetings, Sessions, and Board Events					
	Processed over 800 Agreements, Contracts, Board Orders, Resolution and other documents requiring Board Action					

Performance Clackamas Results Measures

Line of Business/Program	Results Measure	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Projected Performance	FY 22-23 Target
Office of County Administrator	By 2020, 90% of County Administration staff will understand their roles, act as one team and hold each other accountable for the quality of customer service provided.	75%	18%	90%	Complete
Equity Inclusion Office	By 2023, 80% of County Managers/Supervisors will complete both: A) The EDI Foundational Training B) Manager/Supervisor training	N/A	80%	A) Complete 80% B) Not yet started	B) 80%
Performance Clackamas	% Department performance measures that have current data reported in the dashboard	N/A	28%	85%	80%

Program Profiles: FY 22-23 Summary

Line of Business	Program Name	Total Funds	% County General Funds	% Restricted Funds	Mandate: Fed/State /Cty/IGA/ None	% Program Operated by County	Metrics: % Target Meet/Exceed or Improve
	Office of County Administrator	\$2.9 M	100%	0%	0%	100%	33% Improved
	Equity Diversity & Inclusion Office	\$10 M	14%	86%	0%	100%	100% Improved
County Administration	Performance Clackamas	\$159,299	100%	0%	0%	100%	75% Meet/Exceed 25% Improved
	Board of County Commissioners	\$.96 M	100%	0%	0%	100%	N/A

Department Summary by Fund

County Administration (12)

-CLACKAMAS-

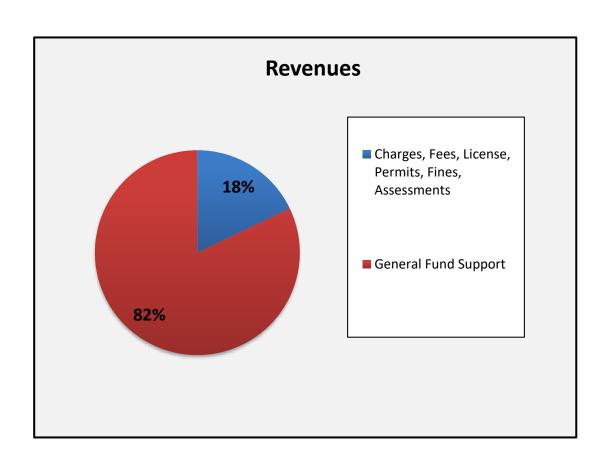
Department Budget Summary by Fund

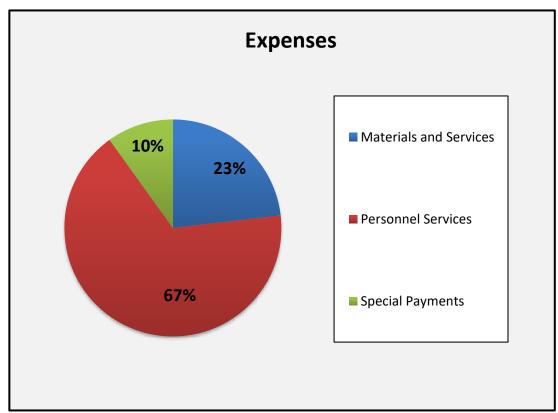
COUNTY						
		FY 22-23	FY 22-23	FY 22-23	FY 22-23	FY 22-23
Line of Business						
			General	ARPA		General Fund
			Fund	Fund	Total	Support in
Program	Prog#	FTE	(100)	(230)	Budget	Budget**
County Administration						
Office of the County Administrator	120101	12.0	3,997,907	-	3,997,907	2,947,207
Equity, Diversity & Inclusion	120102	3.8	755,333	4,622,575	5,377,908	755,333
Performance Clackamas	120103	1.0	159,299	-	159,299	159,299
Board of County Commissioners	120104	5.0	958,590	-	958,590	958,590
			5 074 400	4 600 575	10 100 701	1 000 100
ТОТ	AL	21.8	5,871,129	4,622,575	10,493,704	4,820,429
FY 21-22 Budget		22.3	6,331,576	6,000,000	12,331,576	4,980,960
\$ Increase (Decrease)		(0.5)	-460,447	•	-1,837,872	-160,531
% Increase (Decrease)		-2.2%	-7.3%	•	-14.9%	-3.2%

^{*} FY21-22 ARPA Revenue of \$6 M offset by same amount in Material and Services expense categories.

^{**} General Fund Support is the subsidy, net of any other revenue received by the department.

FY 22-23 Revenues and Expenses





Summary of Revenue and Expense

County Administration (12)

_	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Federal, State, Local, All Other Gifts & Donations*	26,916	8,042	6,000,000	1,500,000	4,622,575	(1,377,425)	-23%
Charges, Fees, License, Permits, Fines, Assessments	2,114,359	2,114,988	1,350,616	1,350,616	1,050,700	(299,916)	
All Other Revenue Resources	10	5,001	-	103,180	 -	-	-
Other Interfund Transfers	-	290,737	-	-	-	-	-
General Fund Support	1,976,233	2,100,891	4,980,960	4,980,960	4,820,429	(160,531)	-3%
Operating Revenue	4,117,518	4,519,659	12,331,576	7,934,756	10,493,704	(1,837,872)	-15%
Total Revenue	4,117,518	4,519,659	12,331,576	7,934,756	10,493,704	(1,837,872)	-15%
Personnel Services	2,805,485	3,226,627	3,712,213	4,104,183	4,050,722	338,509	9%
Materials and Services	1,312,033	1,293,032	7,890,408	2,101,618	2,859,982	(5,030,426)	-64%
Operating Expenditure	4,117,518	4,519,659	11,602,621	6,205,801	6,910,704	(4,691,917)	-40%
Special Payments	-	-	728,955	1,728,955	3,583,000	2,854,045	392%
Total Expense	4,117,518	4,519,659	12,331,576	7,934,756	10,493,704	(1,837,872)	-15%
Revenue Less Expense	-	-	-	-	-	-	-
Full Time Equiv Positions (FTE) Budgeted	18.4	19.8	22.3	22.3	21.8	(0.5)	-2%

^{*}FY21-22 ARPA revenue of \$6M offset by Materials and Services and Special Payments expense categories.

^{*}FY22-23 ARPA revenue carryforward of \$4.6M offset by Materials and Services and Special Payments expense categories.

Summary of Revenue and Expense

County Administration General Fund 100 - 12

_	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Federal, State, Local, All Other Gifts & Donations Charges, Fees, License, Permits, Fines, Assessments	26,916 2,114,359	8,042 2,114,988	1,350,616	1,350,616	1,050,700	- (299,916)	- -22%
All Other Revenue Resources	10	5,001	-	103,180	-	(200,010)	-
Other Interfund Transfers	-	290,737	-	-	-	-	-
General Fund Support	1,976,233	2,100,891	4,980,960	4,980,960	4,820,429	(160,531)	-3%
Operating Revenue	4,117,518	4,519,659	6,331,576	6,434,756	5,871,129	(460,447)	-7%
Total Revenue	4,117,518	4,519,659	6,331,576	6,434,756	5,871,129	(460,447)	-7%
Personnel Services	2,805,486	3,226,627	3,712,213	4,104,183	3,928,147	215,934	6%
Materials and Services	1,312,033	1,293,032	1,890,408	1,601,618	1,359,982	(530,426)	-28%
Operating Expenditure	4,117,519	4,519,659	5,602,621	5,705,801	5,288,129	(314,492)	-6%
Special Payments	-	-	728,955	728,955	583,000	(145,955)	-20%
Total Expense	4,117,519	4,519,659	6,331,576	6,434,756	5,871,129	(460,447)	-7%
Revenue Less Expense*	-	-	-	-	-	-	-
Full Time Equiv Positions (FTE) Budgeted	18.4	19.8	22.3	22.3	21.8	(0.5)	-2%

^{*}General Fund Departments: Starting in FY21-22, amounts in Revenue Less Expenses will be moved into General Fund Non-Departmental at year-end.

Summary of Revenue and Expense

County Administration ARPA Fund 230 -12

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Federal, State, Local, All Other Gifts & Donations			6,000,000	1,500,000	4,622,575	(1,377,425)	-23%
Operating Revenue	-	-	6,000,000	1,500,000	4,622,575	(1,377,425)	-23%
Total Revenue	_	-	6,000,000	1,500,000	4,622,575	(1,377,425)	-23%
Personnel Services					122,575	122,575	_
Materials and Services			6,000,000	500,000	1,500,000	(4,500,000)	-75%
Operating Expenditure	-	-	6,000,000	500,000	1,622,575	(4,377,425)	-73%
Special Payments				1,000,000	3,000,000	3,000,000	-
Total Expense	-	-	6,000,000	1,500,000	4,622,575	(1,377,425)	-23%
Revenue Less Expense	-	-	-	-		-	-

Significant Policy and/or Financial Issues

DESCRIPTION	IMPACT
FY21- 22 Projected Year End reflects the addition of ARPA funds, \$6,000,000 of which was shifted from the Office of the County Administrator. Materials and services line items are increasing to align office related expenses with the program.	Office of County Administrator budget reflects a 61.8% decrease rather than the actual general fund decrease of 10.7%.
Added .5 FTE for executive assistant and .8 FTE for ARPA Community Based Organization Liaison to support operations of the office.	Executive Assistant is needed for increased demands of work in the office. ARPA FTE is limited term and will end when funding ends.
Reduced Administrator Fund from \$500,000 to \$150,000 to help balance county budget.	Will result in less funds available for non-budgeted Board financial requests.
Reducing Arts Alliance and RACC funding by \$154,455 to help balance county budget.	Will impact the operations of these non-profits.

End of Presentation





Department Budget Summary by Fund

Line of Business	F	Y 22-23	FY 22-23	FY 22-23	FY 22-23	FY 22-23
Program	Prog#	FTE	General Fund (100)	ARPA Fund (230)	Total Budget	General Fund Support in Budget**
County Administration						
Office of the County Administrator	120101	12.0	3,997,907	-	3,997,907	2,947,207
Equity, Diversity & Inclusion	120102	3.8	755,333	4,622,575	5,377,908	755,333
Performance Clackamas	120103	1.0	159,299	-	159,299	159,299
Board of County Commissioners	120104	5.0	958,590	-	958,590	958,590
тот	AL _	21.8	5,871,129	4,622,575	10,493,704	4,820,429
FY 21-22 Budget		22.3	6,331,576	6,000,000	12,331,576	4,980,960
\$ Increase (Decrease)		(0.5)	-460,447	-1,377,425	-1,837,872	-160,531
% Increase (Decrease)		-2.2%	-7.3%	-23.0%	-14.9%	-3.2%

^{*} FY21-22 ARPA Revenue of \$6 M offset by same amount in Material and Services expense categories.

^{**} General Fund Support is the subsidy, net of any other revenue received by the department.





Department Mission

The mission of County Administration is to support the Board of County Commissioners, provide leadership and guidance to County departments, and assist the public so that the Board, County employees, and the public experience transparency, responsiveness, efficiency, and effectiveness from their government.

County Administration (12)

Gary Schmidt, County Administrator Nancy Bush, County Operating Officer

FTE 21.8

Total Budget \$ 10,493,704

General Fund Support \$ 4,820,429

County Administration

Gary Schmidt FTE 20.5 Total Budget \$10,493,704

Gen Fund \$ 4,820,429

Office of the County Administrator

FTE 12.0 Total Budget \$3,997,907

Gen Fund \$ 2,947,207

Equity, Diversity, & Inclusion

FTE 3.8
Total Budget

\$5,377,908 Gen Fund \$ 755,333

Board of County Commissioners

FTE 5.0

Total Budget \$958,590

Gen Fund \$ 958.590

Performance Clackamas

FTE 1.0

Total Budget \$159,299

Gen Fund \$ 159,299

CLACKAMAS

County Administration

Office of the County Administrator

Purpose Statement

The purpose of the Office of the County Administrator program is to provide leadership, representation and administrative support services to the Board, individual Commissioners, County Departments, and the public so they can deliver and experience responsive, professional and effective government.

Performance Narrative Statement

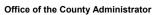
The Office of the County Administrator program has a proposed budget for FY22/23 of \$3,997,907. This is an decrease of \$480,142 from FY21/22 (exclusive of ARPA Funds). During FY21/22 significant progress was made towards overall employee engagement goals. BCC surveys have not been completed as of December 31, 2022 but we hope to complete them prior to the end of the FY and renew our focus in the coming FY.

Key Performance Measures FY 21/22 FY 19-20 FY 20-21 FY 21-22 Actuals FY 22-23 Actual Actual **Target** as of **Target** 12/31/21 By 2020 90% of BCC Members agree they receive timely Not Not Result 75% 90% 85% strategic counsel from Departments measured measured By 2020 BCC Members agree that 90% of departments are Not Not Result responsive to their requests for information in a timely 75% 85% 90% measured measured manner. By 2020 90% of County Administration staff will understand their roles, act as one team and hold each other Result 75% 18% 90% 87% Complete accountable for the quality of customer service provided.

_	
Mandated Services	Υ
Shared Services	N
Grant Funding	N

Programs Include

Explanation of mandated services: The role of the County Administrator is outlined in the County Code and includes signing authority for grants, contracts, and personnel actions as well as overseeing the day to day operations of all County departments and offices. The Administrator serves as the District Administrator for any districts governed by the Board of County Commissioners. This program is mandated to provide Board meeting and event notices, maintenance of Board records, and preparation of all materials – including resolutions, ordinances, board orders, and proclamations – for the Board to perform its decision making functions.





Budget Summary

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Federal, State, Local, All Other Gifts & Donations*	26.916	8.042	6,000,000	_	_	(6,000,000)	-100%
Charges, Fees, License Permits, Fines, Assessments	2,114,359	2,114,988	1,350,616	1,350,616	1,050,700	(299,916)	-22%
All Other Revenue Resources	2,114,000	5,001	1,000,010	103,180	1,000,700	(233,310)	-22 /
Other Interfund Transfers	_	290,737	_	100,100	_	_	
General Fund Support	44,226	217,696	3,127,433	3,233,956	2,947,207	(180,226)	-6%
Operating Revenue	2,185,501	2,636,464	10,478,049	4,687,752	3,997,907	(6,480,142)	-62%
Total Revenue	2,185,501	2,636,464	10,478,049	4,687,752	3,997,907	(6,480,142)	-62%
Personnel Services	1,962,184	2,393,142	2,086,407	2,478,376	2,276,645	190,238	9%
Materials & Services*	223,317	243,322	7,662,687	1,480,421	1,138,262	(6,524,425)	-85%
Operating Expense	2,185,501	2,636,464	9,749,094	3,958,797	3,414,907	(6,334,187)	-65%
Special Payments	-	-	728,955	728,955	583,000	(145,955)	-20%
Total Expense	2,185,501	2,636,464	10,478,049	4,687,752	3,997,907	(6,480,142)	-62%
Revenues Less Expenses							0%

Significant Issues and Changes

^{*}FY21-22 budget included \$6,000,000 ARPA funding, which is shown in Equity, Diversity, and Inclusion Program in FY22-23.

Excluding the ARPA revenue and a change in presentation of internal costs, the FY22-23 County Administration operating budget decreased by \$480,142 (10.7%).

County Administration



Equity, Diversity & Inclusion

Purpose Statement

The purpose of the Equity, Diversity and Inclusion program is to provide equitable access, planning, facilitation, representation, consultation and relationship services to County employees and the public so they can experience equitable access and enjoy a welcoming and inclusive place to live, work and do business.

Performance Narrative Statement

The Equity and Inclusion Office (EIO) has made great strides in achieving both its internal and external goals. Guided by four internal priorities, the performance results below more accurately reflect the work of the EIO. The four internal priorities include: 1. Implement County-wide equity, diversity and inclusion training, 2. Create a clear structure to address workplace concerns, 3. Build more community and connection among employees, 4. Review and update recruitment, retention and hiring practices.

Training: A previous result touched on discrimination and harassment training that falls within the Human Resources portfolio. The EIO created a foundational training result that was specifically addresses equity, diversity and inclusion. Managers and supervisors participated in the foundational training first in preparation for the material in the manager/supervisor specific training. About 200 managers have completed the foundational training. The EIO has a training schedule planned for the next several years to provide the foundational training to the just over 2,000 employees.

EDI committees: Having EDI committees established in each department is a natural progression from the previous result where all departments submitted their EDI plans. These committees will support the departments in achieving the goals of their plans.

Accomplishments:

*Most of the cities and some organizations contributed towards the racial research justice study covering almost half of the cost of the project. There are many stakeholders and invested participants in support of the work.

*EIO collaborated with members of Indigenous community and Clackamas Community College to host the first Indigenous People's Day event.

Key Performance Measures FY 21/22 FY 20-21 FY 21-22 FY 22-23 FY 19-20 Actuals as of Actual Actual **Target** Target 12/31/21 By 2025, Departments with 10 or more FTE will have established EDI committees and all departments will have a Result NA NA New 5% 25% representative on the Interdepartmental EDIC Group* By 2023, 80% of county managers/supervisors will complete a. Completed both. 80% Result NA NA 80% 80% a) EDI foundational training and b. not yet b) Manger/Supervisor training.*3 started By 2022, 80% of county employees will participate in an NA 80% Result NA NA NA Equity, Diversity and/or Inclusion training. ** (see narrative)

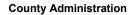
Mandated Services	Υ
Shared Services	N
Grant Funding	N

Explanation of mandated services: County Title II (Americans with Disabilities Act) and Title VI (Civil Rights Act) compliance; Equal and Employment opportunities Plans and activities. The asterisk denotes that data was not collected because we are not doing Affirmative Action as part of the program.

^{*} At the end of FY21/22 the previous result which read, "By 2024, 100% of appointed Departments will have department EDI council/committees established." was rephrased to add clarity and will create better opportunities for tracking.

^{**} This new Result reflects our progress through the EDI training plan and rollout coming out of Equity and Inclusion office.

Program includes:





Equity, Diversity & Inclusion

COUNTY						В	udget Summary
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
Federal, State, Local, All Other Gifts & Donations	-	-	-	1,500,000	4,622,575	4,622,575	-
General Fund Support	-	-	621,710	613,159	755,333	133,623	21%
Operating Revenue	-	-	621,710	2,113,159	5,377,908	4,756,198	765%
Total Revenue	-		621,710	2,113,159	5,377,908	4,756,198	765%
Personnel Services	-	-	521,810	521,809	699,858	178,048	34%
Materials & Services	-	-	99,900	591,350	1,678,050	1,578,150	1580%
Operating Expense	-	-	621,710	1,113,159	2,377,908	1,756,198	282%
Special Payments	-	-	-	1,000,000	3,000,000	3,000,000	-
Total Expense	-		621,710	2,113,159	5,377,908	4,756,198	765%

Significant Issues and Changes

FY21-22 Projected Year End reflects the addition of ARPA funds, \$6,000,000 of which was shifted from the Office of the County Administrator. Materials and Services line items are increasing to align office related expenses with the program. Additional increases are expected as this program continues rolling out new programs throughout the County. In FY22-23, \$122,575 in ARPA funds were added to fund an additional 0.8 FTE to assist nonprofits and community based organizations in accessing ARPA grant funds.



County Administration

Performance Clackamas

Department Budget Summary

The purpose of the Performance Clackamas program is to provide strategic performance management and support services to the Board of County Commissioners and County departments so they can achieve the strategic goals set by the Board of County Commissioners and through department strategic business plans.

Performance Narrative Statement

The Performance Clackamas Program met targets this year and we expect that trend to continue. After a very successful transition from an external data tracking mechanism to an internally developed Power BI. The new system allows for easy tracking of Department data and analysis which in turn creates a new level of transparency and brings us closer to our goal of developing forward facing data that is accessible to the public. This program also created data collection systems that ensure each data submission is complete and consistent.

				Key Pe	erformance	Measures
		FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Target	FY 21/22 Actuals as of 12/31/21	FY 22-23 Target
Result	% Department performance measures that have current data reported in the dashboard	NA	28%	80%	85%	80%
Result	% Departments that have current analysis narratives for strategic key results ready to review with the County Administrator at quarterly check-ins	NA	<25%	85%	85%	85%
Result	By 2022, 100% of the County Budget will be tied to measurable results and outcomes	NA	75%	75%	75%	75%
Result	By 2024, 75% of Clackamas County's Strategic Results will be achieved, including annual targets in the Strategic Plan	NA	50%	75%	75%	75%
Program includ	es:					

resuit	achieved, including annual targets in the Strategic Plan	INA.	30 70	7370	7570	7570
gram includ	es:					
Mandated	Services N					
Shared S	Services N					
Grant Fu	unding N					

County Administration Performance Clackamas



COUNTY						Ві	udget Summary
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
General Fund Support	-	-	214,223	154,225	159,299	(54,924)	-25.6%
Operating Revenue	-	-	214,223	154,225	159,299	(54,924)	-25.6%
Total Revenue	-	-	214,223	154,225	159,299	(54,924)	-25.6%
Personnel Services			154,223	154,225	159,299	5,076	3.3%
Materials & Services			60,000	-	-	(60,000)	-100.0%
Operating Expense	-	-	214,223	154,225	159,299	(54,924)	-25.6%
Total Expense	-	-	214,223	154,225	159,299	(54,924)	-25.6%
Revenues Less Expenses	-	-	-	-	-	-	-
Significant Issues and Change	s						

The 25.6% reduction in operations expenses is due to the shift away from an external vendor for Performance Clackamas data management towards an internally developed PowerBI system.



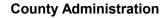
Commissioners

Board of County Commissioners

Purpose Statement

The Board of County Commissioners sets the strategic vision and policy for Clackamas County government.	
Performance Narrative Stateme	nt

				_	
	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Target	FY 21/22 Actuals as of 12/31/21	FY 22-23 Target
Program includes:					
Mandated Services Y					
Shared Services N					
Grant Funding N					





Board of County Commissioners

					В	udget Summary
FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Amended Budget	FY 21-22 Projected Year End	FY 22-23 Proposed Budget	Chg from Prior Yr Budget	% Chg from Prior Yr Budget
		1 017 504	979 620	958 590	(50,004)	-5.8%
-	-	1,017,594	979,620	958,590	. , ,	
-	-	1,017,594	979,620	958,590	(59,004)	-5.8%
		949,773	949,773	914,920	(34,853)	-3.7%
		67,821	29,847	43,670	(24,151)	-35.6%
=	=	1,017,594	979,620	958,590	(59,004)	-5.8%
-	-	1,017,594	979,620	958,590	(59,004)	-5.8%
	Actual -	Actual Actual	FY 19-20 Actual FY 20-21 Actual Budget 1,017,594 1,017,594 1,017,594 949,773 67,821 1,017,594 1,017,594	FY 19-20 Actual FY 20-21 Actual Amended Budget Projected Year End 1,017,594 979,620 - - 1,017,594 979,620 - - 1,017,594 979,620 - 949,773 949,773 949,773 67,821 29,847 - - 1,017,594 979,620 - - 1,017,594 979,620	FY 19-20 Actual FY 20-21 Actual Amended Budget Projected Year End Proposed Budget 1,017,594 979,620 958,590 - - 1,017,594 979,620 958,590 - - 1,017,594 979,620 958,590 949,773 949,773 914,920 97,620 958,590 - - 1,017,594 979,620 958,590	FY 19-20 Actual FY 20-21 Actual FY 21-22 Amended Budget FY 21-22 Projected Proposed Budget FY 22-23 Prior Yr Budget Chg from Prior Yr Budget 1,017,594 979,620 958,590 (59,004) - 1,017,594 979,620 958,590 (59,004) - - 1,017,594 979,620 958,590 (59,004) - - 1,017,594 979,620 958,590 (34,853) 67,821 29,847 43,670 (24,151) - - 1,017,594 979,620 958,590 (59,004) - - 1,017,594 979,620 958,590 (59,004)

Significant Issues and Changes

FY22-23, the Board of County Commissioners program budget will include only personnel, travel, and training expenses. All other expenses are included in the Office of the County Administrator program budget.