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# County Administration

Budget Presentation  
FY24-25





# County Administration (12)

## Department Budget Summary by Fund

Line of Business Name	Program Name	FY24-25	FY24-25	FY24-25	FY24-25	% of	FY24-25 FTE **		
		General Fund (100)	ARPA Fund (230)	Total Budget	General Fund Support in Budget*	Total	Total	Filled	Vacant
County Administration Line of Business	Office of County Administrator	2,996,057	6,728,132	9,724,189	2,996,057	31%	11.8	9.8	2.0
	Equity, Diversity & Inclusion	-	-	-	-		0.0	-	-
	Outreach Program	52,528	-	52,528	-	0%	0.0	-	-
	BCC Office	1,082,290	-	1,082,290	1,082,290	100%	5.0	5.0	-
<b>TOTAL</b>		<b>4,130,875</b>	<b>6,728,132</b>	<b>10,859,007</b>	<b>4,078,347</b>	<b>38%</b>	<b>16.8</b>	<b>14.8</b>	<b>2.0</b>
	<b>FY23-24 Budget (Amended)</b>	4,690,176	9,441,562	14,131,738	3,922,530	28%	17.8	15.8	2.0
	<b>\$ Increase (Decrease)</b>	-559,302	-2,713,430	-3,272,732	155,817		(1.0)	(1.0)	0.0
	<b>% Increase (Decrease)</b>	-12%	-29%	-23%	4%		-6%	-6%	0%

\*General Fund Support is a subsidy, net of any other revenue received by the department.

\*\* FY24-25 FTE aligns to department's final budgeted All Position Report (APOS).

# 12-County Administration / 100-General Fund

## Summary of Revenue and Expense

	FY21-22 Actuals	FY22-23 Actuals	FY23-24 Amended Budget	FY23-24 Projected Year-End	FY24-25 Budget	Budget-to-Budget Changes:			% Change from 3-Year Average
						\$ FY23-24 to FY24-25	% FY23-24 to FY24-25	3-Year Average	
<b>Beginning Fund Balance</b>	-	95,000	-	-	-	-	-	31,667	-100%
Taxes	-	-	-	-	-	-	-	-	-
Federal, State, Local, All Other Gifts	-	-	-	-	-	-	-	-	-
Charges, Fees, License, Permits	1,350,617	1,049,460	757,646	446,100	52,528	(705,119)	-93%	948,726	-94%
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-	-	-
All Other Revenue Resources	100,635	36,285	10,000	10,000	-	(10,000)	-100%	48,973	-100%
Other Interfund Transfers	-	-	-	-	-	-	-	-	-
General Fund Support	4,336,288	4,882,243	3,922,530	3,667,138	4,078,347	155,817	4%	4,295,223	-5%
<b>Operating Revenue</b>	<b>5,787,541</b>	<b>5,967,988</b>	<b>4,690,176</b>	<b>4,123,238</b>	<b>4,130,875</b>	<b>(559,302)</b>	<b>-12%</b>	<b>5,292,922</b>	<b>-22%</b>
<b>Total Revenue</b>	<b>5,787,541</b>	<b>6,062,988</b>	<b>4,690,176</b>	<b>4,123,238</b>	<b>4,130,875</b>	<b>(559,302)</b>	<b>-12%</b>	<b>5,324,589</b>	<b>-22%</b>
Personnel Services	3,757,994	4,027,001	3,679,125	3,115,302	3,225,802	(453,323)	-12%	3,633,432	-11%
Materials and Services	1,092,639	1,324,884	895,306	887,590	777,073	(118,233)	-13%	1,101,704	-29%
Capital Outlay	-	18,335	-	4,602	-	-	-	7,646	-100%
<b>Operating Expenditure</b>	<b>4,850,633</b>	<b>5,370,219</b>	<b>4,574,431</b>	<b>4,007,494</b>	<b>4,002,875</b>	<b>(571,556)</b>	<b>-12%</b>	<b>4,742,782</b>	<b>-16%</b>
Debt Service	-	-	-	-	-	-	-	-	-
Special Payments	709,162	499,121	115,744	115,744	128,000	12,256	11%	441,342	-71%
Transfers	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>5,559,795</b>	<b>5,869,340</b>	<b>4,690,175</b>	<b>4,123,238</b>	<b>4,130,875</b>	<b>(559,300)</b>	<b>-12%</b>	<b>5,184,124</b>	<b>-20%</b>
<b>Revenues Less Expenses</b>	<b>227,746</b>	<b>193,648</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>140,464</b>	

# 12-County Administration / 230-Special Grants Fund

## Summary of Revenue and Expense

	FY21-22	FY22-23	FY23-24	FY23-24	FY24-25	Budget-to-Budget Changes:		3-Year	% Change
	Actuals	Actuals	Amended Budget	Projected Year-End	Budget	\$ FY23-24 to FY24-25	% FY23-24 to FY24-25	Average	from 3-Year Average
<b>Beginning Fund Balance</b>	-	-	102,879	-	-	(102,879)	-100%	-	-
Taxes	-	-	-	-	-	-	-	-	-
Federal, State, Local, All Other Gifts	19,355	811,001	9,338,683	4,908,901	6,728,132	(2,610,551)	-28%	1,913,086	252%
Charges, Fees, License, Permits	-	-	-	-	-	-	-	-	-
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-	-	-
All Other Revenue Resources	-	-	-	-	-	-	-	-	-
Other Interfund Transfers	-	-	-	-	-	-	-	-	-
General Fund Support	-	-	-	-	-	-	-	-	-
<b>Operating Revenue</b>	<b>19,355</b>	<b>811,001</b>	<b>9,338,683</b>	<b>4,908,901</b>	<b>6,728,132</b>	<b>(2,610,551)</b>	<b>-28%</b>	<b>1,913,086</b>	<b>252%</b>
<b>Total Revenue</b>	<b>19,355</b>	<b>811,001</b>	<b>9,441,562</b>	<b>4,908,901</b>	<b>6,728,132</b>	<b>(2,713,430)</b>	<b>-29%</b>	<b>1,913,086</b>	<b>252%</b>
Personnel Services	15,890	111,236	296,438	260,994	315,100	18,663	6%	129,373	144%
Materials and Services	3,465	5,670	-	-	-	-	-	3,045	-100%
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Operating Expenditure</b>	<b>19,355</b>	<b>116,906</b>	<b>296,438</b>	<b>260,994</b>	<b>315,100</b>	<b>18,663</b>	<b>6%</b>	<b>132,418</b>	<b>138%</b>
Debt Service	-	-	-	-	-	-	-	-	-
Special Payments	-	694,990	9,145,125	4,647,907	6,413,032	(2,732,093)	-30%	1,780,966	260%
Transfers	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>19,355</b>	<b>811,897</b>	<b>9,441,563</b>	<b>4,908,901</b>	<b>6,728,132</b>	<b>(2,713,430)</b>	<b>-29%</b>	<b>1,913,384</b>	<b>252%</b>
<b>Revenues Less Expenses</b>	-	<b>(895)</b>	-	-	-			<b>(298)</b>	

Significant  
Changes  
from  
FY23-24  
Budget

Program	Change(s)
Equity Inclusion Office	This program was eliminated 1 FTE transferred to PGA; 1 FTE transferred to County Counsel
County Administration	1 FTE reduction in Policy Advisors Reduced to 5 PA's FY24-25 from 6 PA's in FY23-24
County Administration	6 FTE reductions between FY23-24 and FY24-25



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**CLACKAMAS**  
C O U N T Y



County Administration (12)

Department Budget Summary by Fund

Line of Business Name	Program Name	FY24-25	FY24-25	FY24-25	FY24-25	% of	FY24-25 FTE **			
		General Fund (100)	ARPA Fund (230)	Total Budget	General Fund Support in Budget*	Total	Total	Filled	Vacant	
County Administration Line of Business	Office of County Administrator	2,996,057	6,728,132	9,724,189	2,996,057	31%	11.8	9.8	2.0	
	Equity, Diversity & Inclusion	-	-	-	-		0.0	-	-	
	Outreach Program	52,528	-	52,528	-	0%	0.0	-	-	
	BCC Office	1,082,290	-	1,082,290	1,082,290	100%	5.0	5.0	-	
<b>TOTAL</b>		<b>4,130,875</b>	<b>6,728,132</b>	<b>10,859,007</b>	<b>4,078,347</b>	<b>38%</b>	<b>16.8</b>	<b>14.8</b>	<b>2.0</b>	
		<b>FY23-24 Budget (Amended)</b>	4,690,176	9,441,562	14,131,738	3,922,530	28%	17.8	15.8	2.0
		<b>\$ Increase (Decrease)</b>	-559,302	-2,713,430	-3,272,732	155,817		(1.0)	(1.0)	0.0
		<b>% Increase (Decrease)</b>	-12%	-29%	-23%	4%		-6%	-6%	0%

\*General Fund Support is a subsidy, net of any other revenue received by the department.

\*\* FY24-25 FTE aligns to department's final budgeted All Position Report (APOS).



**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 FY24-25 of \$4,130,875. This is a decrease of \$720,595 from FY23-24 (exclusive of ARPA Funds). During FY23-24 significant progress was made towards building the replacement County Courthouse and Goal 7 - 100% of reserve and contingency funds for general fund supported programs will reside at the County, not departmental level was completed.

**Key Performance Measures**

		FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Target	FY 23-24 Actuals	FY 24-25 Target
Result	By 2023, Build a new County Courthouse	Not measured	Not measured	45%	45%	100% Completion
Result	<b>Courthouse Milestones</b> Groundbreaking - February 2022 Concrete Top off - December 2023 Crane Removal - June 2024 Commissioning - January 2025 Turnover - May 2025 End of Commissioning - August 2025					
Result	By 2022, 100% of reserve and contingency funds for general fund supported programs will reside at the County, not departmental level.	Not measured	Not measured	100%	100%	Completed

Programs Include

Mandated Services  N

Shared Services  N

Grant Funding  N





Budget Summary

	Budget-to-Budget Changes:								
	FY21-22 Actuals	FY22-23 Actuals	FY23-24 Amended Budget	FY23-24 Projected Year-End	FY24-25 Budget	\$ FY23-24 to FY24-25	% FY23-24 to FY24-25	3-Year Average	% Change from 3-Year Avg
<b>Beginning Fund Balance</b>	-	-	102,879	-	-	(102,879)	-100%	-	-
Taxes	-	-	-	-	-	-	-	-	-
Federal, State, Local, All Other Gifts	3,465	54	5,713,710	171,848	6,728,132	1,014,422	18%	58,456	11410%
Charges, Fees, License, Permits, Fines	1,350,617	1,049,460	-	-	-	-	-	800,026	-100%
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-	-	-
All Other Revenue Resources	1,762	625	-	-	-	-	-	796	-100%
Other Interfund Transfers	-	-	-	-	-	-	-	-	-
General Fund Support	2,734,843	3,094,027	2,688,836	2,423,399	2,996,057	307,221	11%	2,750,756	9%
<b>Operating Revenue</b>	<b>4,090,688</b>	<b>4,144,166</b>	<b>8,402,546</b>	<b>2,595,247</b>	<b>9,724,189</b>	<b>1,321,643</b>	<b>16%</b>	<b>3,610,034</b>	<b>169%</b>
<b>Total Revenue</b>	<b>4,090,688</b>	<b>4,144,166</b>	<b>8,505,425</b>	<b>2,595,247</b>	<b>9,724,189</b>	<b>1,218,764</b>	<b>14%</b>	<b>3,610,034</b>	<b>169%</b>
Personnel Services	2,269,897	2,460,548	2,300,265	2,039,434	2,534,355	234,091	10%	2,256,626	12%
Materials and Services	987,360	1,102,815	444,291	435,467	648,802	204,511	46%	841,881	-23%
Capital Outlay	-	18,335	-	4,602	-	-	-	7,646	-100%
<b>Operating Expense</b>	<b>3,257,257</b>	<b>3,581,698</b>	<b>2,744,556</b>	<b>2,479,503</b>	<b>3,183,157</b>	<b>438,602</b>	<b>16%</b>	<b>3,106,153</b>	<b>2%</b>
Debt Service	-	-	-	-	-	-	-	-	-
Special Payments	709,162	499,121	5,760,869	115,744	6,541,032	780,163	14%	441,342	1382%
Transfers	-	-	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>3,966,419</b>	<b>4,080,818</b>	<b>8,505,425</b>	<b>2,595,247</b>	<b>9,724,189</b>	<b>1,218,765</b>	<b>14%</b>	<b>3,547,495</b>	<b>174%</b>
<b>Revenues Less Expenses</b>	124,268	63,348	-	-	-	-	-	62,539	-

Notes:

Shifted 30% of 1 FTE's time from GF 120103 to Fund 230 in 120101.



120102-Equity, Diversity & Inclusion  
 BCC Priority Alignment: Accountable Government

Budget Summary

	FY21-22 Actuals	FY22-23 Actuals	FY23-24 Amended Budget	FY23-24 Projected Year-End	FY24-25 Budget	Budget-to-Budget Changes:		3-Year Average	% Change from 3-Year Avg
						\$ FY23-24 to FY24-25	% FY23-24 to FY24-25		
<b>Beginning Fund Balance</b>	-	95,000	-	-	-	-	-	31,667	-100%
Taxes	-	-	-	-	-	-	-	-	-
Federal, State, Local, All Other Gifts	15,890	804,795	3,624,973	4,737,053	-	(3,624,973)	-100%	1,852,579	-100%
Charges, Fees, License, Permits, Fines	-	-	757,646	446,100	-	(757,646)	-100%	148,700	-100%
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-	-	-
All Other Revenue Resources	98,870	35,660	10,000	10,000	-	(10,000)	-100%	48,177	-100%
Other Interfund Transfers	-	-	-	-	-	-	-	-	-
General Fund Support	588,021	719,706	-	-	-	-	-	435,909	-100%
<b>Operating Revenue</b>	<b>702,781</b>	<b>1,560,161</b>	<b>4,392,619</b>	<b>5,193,153</b>	-	<b>(4,392,619)</b>	<b>-100%</b>	<b>2,485,365</b>	<b>-100%</b>
<b>Total Revenue</b>	<b>702,781</b>	<b>1,655,161</b>	<b>4,392,619</b>	<b>5,193,153</b>	-	<b>(4,392,619)</b>	<b>-100%</b>	<b>2,517,032</b>	<b>-100%</b>
Personnel Services	519,633	643,179	675,127	334,646	-	(675,127)	-100%	499,153	-100%
Materials and Services	86,272	187,227	217,492	210,600	-	(217,492)	-100%	161,366	-100%
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Operating Expense</b>	<b>605,905</b>	<b>830,407</b>	<b>892,619</b>	<b>545,246</b>	-	<b>(892,619)</b>	<b>-100%</b>	<b>660,519</b>	<b>-100%</b>
Debt Service	-	-	-	-	-	-	-	-	-
Special Payments	-	694,990	3,500,000	4,647,907	-	(3,500,000)	-100%	1,780,966	-100%
Transfers	-	-	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>605,905</b>	<b>1,525,397</b>	<b>4,392,619</b>	<b>5,193,153</b>	-	<b>(4,392,619)</b>	<b>-100%</b>	<b>2,441,485</b>	<b>-100%</b>
<b>Revenues Less Expenses</b>	96,875	129,764	-	-	-	-	-	75,547	-

Notes:  
 Moved to new County Allocation Model



**120103-Outreach Program**  
 BCC Priority Alignment: Accountable Government

**Budget Summary**

	FY21-22 Actuals	FY22-23 Actuals	FY23-24 Amended Budget	FY23-24 Projected Year-End	FY24-25 Budget	Budget-to-Budget Changes:		3-Year Average	% Change from 3-Year Avg
						\$ FY23-24 to FY24-25	% FY23-24 to FY24-25		
<b>Beginning Fund Balance</b>	-	-	-	-	-	-	-	-	-
Taxes	-	-	-	-	-	-	-	-	-
Federal, State, Local, All Other Gifts	-	6,151	-	-	-	-	-	2,050	-100%
Charges, Fees, License, Permits, Fines	-	-	-	-	52,528	52,528	-	-	-
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-	-	-
All Other Revenue Resources	-	-	-	-	-	-	-	-	-
Other Interfund Transfers	-	-	-	-	-	-	-	-	-
General Fund Support	157,518	159,299	-	-	-	-	-	105,606	-100%
<b>Operating Revenue</b>	<b>157,518</b>	<b>165,450</b>	-	-	<b>52,528</b>	<b>52,528</b>	-	<b>107,656</b>	<b>-51%</b>
<b>Total Revenue</b>	<b>157,518</b>	<b>165,450</b>	-	-	<b>52,528</b>	<b>52,528</b>	-	<b>107,656</b>	<b>-51%</b>
Personnel Services	150,918	165,810	-	-	-	-	-	105,576	-100%
Materials and Services	-	-	-	-	52,528	52,528	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Operating Expense</b>	<b>150,918</b>	<b>165,810</b>	-	-	<b>52,528</b>	<b>52,528</b>	-	<b>105,576</b>	<b>-50%</b>
Debt Service	-	-	-	-	-	-	-	-	-
Special Payments	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>150,918</b>	<b>165,810</b>	-	-	<b>52,528</b>	<b>52,528</b>	-	<b>105,576</b>	<b>-50%</b>
<b>Revenues Less Expenses</b>	<b>6,600</b>	<b>(360)</b>	-	-	-	-	-	<b>2,080</b>	

Notes:  
 Shifted 30% of 1 FTE's time from Performance Clackamas to Fund 230 in program 1201.



Budget Summary

	FY21-22 Actuals	FY22-23 Actuals	FY23-24 Amended Budget	FY23-24 Projected Year-End	FY24-25 Budget	Budget-to-Budget Changes:		3-Year Average	% Change from 3-Year Avg
						\$ FY23-24 to FY24-25	% FY23-24 to FY24-25		
<b>Beginning Fund Balance</b>	-	-	-	-	-	-	-	-	-
Taxes	-	-	-	-	-	-	-	-	-
Federal, State, Local, All Other Gifts	-	-	-	-	-	-	-	-	-
Charges, Fees, License, Permits, Fines	-	-	-	-	-	-	-	-	-
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-	-	-
All Other Revenue Resources	3	-	-	-	-	-	-	1	-100%
Other Interfund Transfers	-	-	-	-	-	-	-	-	-
General Fund Support	855,906	909,211	1,233,694	1,243,739	1,082,290	(151,404)	-12%	1,002,952	8%
<b>Operating Revenue</b>	<b>855,909</b>	<b>909,211</b>	<b>1,233,694</b>	<b>1,243,739</b>	<b>1,082,290</b>	<b>(151,404)</b>	<b>-12%</b>	<b>1,002,953</b>	<b>8%</b>
<b>Total Revenue</b>	<b>855,909</b>	<b>909,211</b>	<b>1,233,694</b>	<b>1,243,739</b>	<b>1,082,290</b>	<b>(151,404)</b>	<b>-12%</b>	<b>1,002,953</b>	<b>8%</b>
Personnel Services	833,434	868,700	1,000,171	1,002,216	1,006,547	6,376	1%	901,450	12%
Materials and Services	22,472	40,511	233,523	241,523	75,743	(157,780)	-68%	101,502	-25%
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Operating Expense</b>	<b>855,906</b>	<b>909,211</b>	<b>1,233,694</b>	<b>1,243,739</b>	<b>1,082,290</b>	<b>(151,404)</b>	<b>-12%</b>	<b>1,002,952</b>	<b>8%</b>
Debt Service	-	-	-	-	-	-	-	-	-
Special Payments	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-	-	-	-
<b>Total Expense</b>	<b>855,906</b>	<b>909,211</b>	<b>1,233,694</b>	<b>1,243,739</b>	<b>1,082,290</b>	<b>(151,404)</b>	<b>-12%</b>	<b>1,002,952</b>	<b>8%</b>
<b>Revenues Less Expenses</b>	-	-	-	-	-	-	-	-	-

Notes:  
Shifted Travel, Dues & Memberships, and Hospitality to BCC from Office of the County Administrator.