



Finance

2022-23 BUDGET PRESENTATION





Department Summary by Fund

Finance Department (15)

Department Budget Summary by Fund

Line of Business		FY 22/23	FY 22/23	FY 22/23	FY 22/23	FY 22/23	FY 22/23	FY 22/23
			General	ARPA	Capital Projects	Facilities		
			Fund	(230)*	Fund	Management		
Program	Prog #	FTE	(100)	(230)*	(420)	Fund (744)**	Total Budget	General Fund Support in Budget***
Financial Executive Support								
Executive Leadership & Administration	150101	3.3	963,308	-	-	-	963,308	963,308
Financial Systems Support	150102	2.2	660,154	-	-	-	660,154	255,560
Accounting Services								
Accounts Payable	150202	5.4	647,965	-	-	-	647,965	-
Accounts Receivable	150203	4.7	641,955	-	-	-	641,955	-
Payroll	150204	5.2	768,848	-	-	-	768,848	122,298
Financial Management & Accountability								
Budget	150302	5.2	1,144,040	-	-	-	1,144,040	686,310
Financial Reporting	150303	10.2	2,246,376	-	-	-	2,246,376	1,001,574
Procurement and Contract Services	150304	8.2	1,272,234	-	-	-	1,272,234	213,865
Courier & Mail Operations								
Courier and Mail	150402	4.2	801,726	-	-	-	801,726	104,359
Facilities Management								
Facilities Administrative Services	150501	12.0	-	-	-	4,466,408	4,466,408	1,183,550
Facilities Construction	150502	11.0	-	-	-	1,485,050	1,485,050	-
Facilities Maintenance	150503	29.0	-	-	-	8,974,384	8,974,384	-
Utilities	150504	0.0	-	-	-	2,800,810	2,800,810	235,400
Capital Projects	150505	0.0	-	-	17,463,088	-	17,463,088	8,140,132
TOTAL		100.7	9,146,606	-	17,463,088	17,726,652	44,336,346	12,906,356
FY 21/22 Budget								
		99.7	8,577,634	217,334	13,168,289	15,351,918	37,315,175	8,969,560
\$ Increase (Decrease)		1.0	568,972	(217,334)	4,294,799	2,374,734	7,021,171	3,936,796
% Increase (Decrease)		1.0%	6.6%	-100%	33%	15%	19%	43.9%

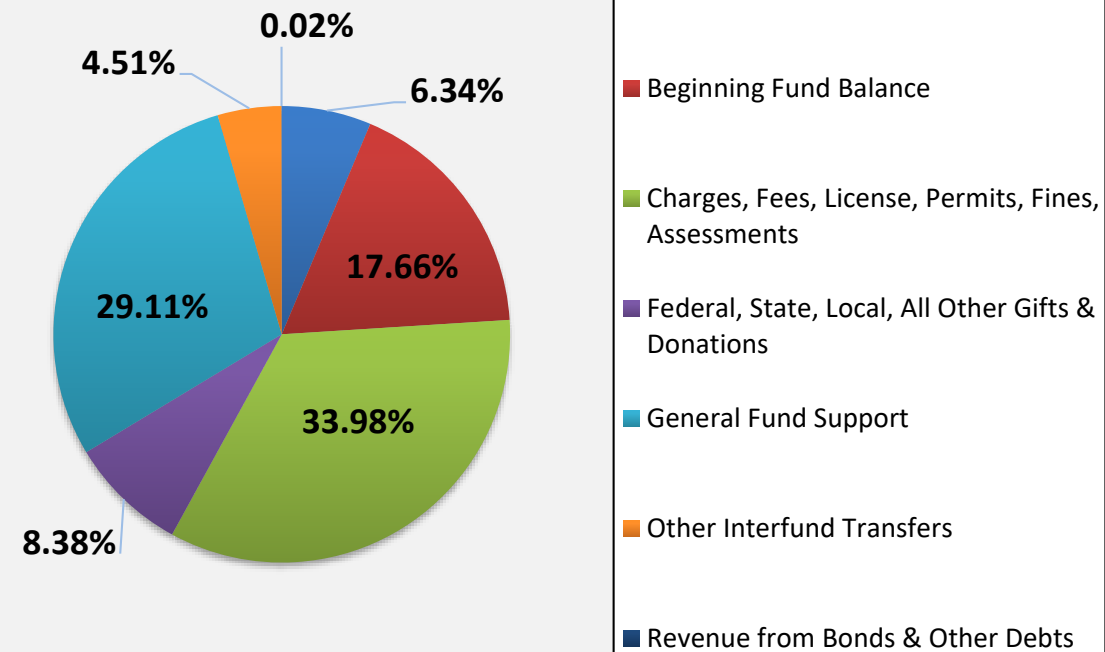
* FY21-22 ARPA revenue of \$217,334 offset by same amount in Personnel Services expense category.

** In FY22-23 internal service charges to GFund Non-Departmental shifted revenue categories from Charges and Fees to General Fund Support including \$1.4M for Facilities.

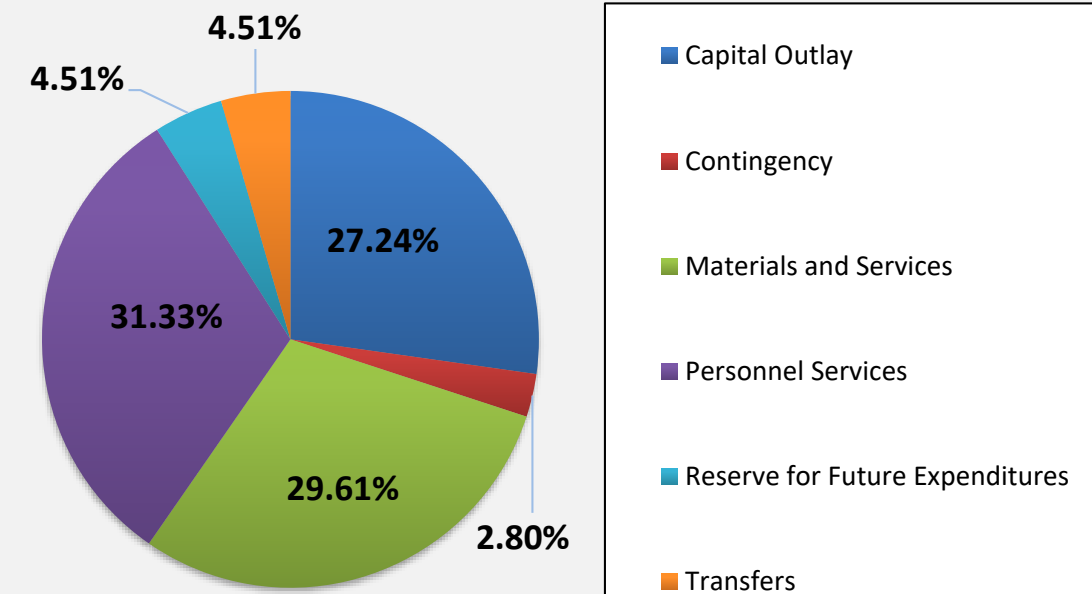
*** General Fund Support is the subsidy, net of any other revenue received by the department.

2022/23 Revenue and Expenses

Revenues



Expenses



Summary of Revenue & Expenses

Finance Department (15) - All Funds

	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
Beginning Fund Balance	10,679,184	9,164,151	6,906,554	6,388,482	7,827,984	921,430	13%
Federal, State, Local, All Other Gifts & Donations	1,482,069	25,247	2,844,834	2,424,834	3,715,330	870,496	31%
Charges, Fees, License, Permits, Fines, Assessments	15,313,152	15,296,115	15,587,000	15,523,860	15,067,266	(519,734)	-3%
Revenue from Bonds & Other Debts	13,345	1,034,526	3,000	13,000	9,000	6,000	200%
All Other Revenue Resources	2,614,287	2,577,060	2,944,227	2,944,227	2,810,410	(133,817)	-
Other Interfund Transfers	-	1,010,000	60,000	-	2,000,000	1,940,000	3233%
General Fund Support	-	-	8,969,560	8,549,560	12,906,356	3,936,796	44%
Operating Revenue	19,422,853	19,942,948	30,408,621	29,455,481	36,508,362	6,099,741	20%
Total Revenue	30,102,037	29,107,099	37,315,175	35,843,963	44,336,346	(31,215,434)	19%
Personnel Services	10,127,216	10,954,497	12,893,416	12,221,754	13,892,106	998,690	8%
Materials and Services	9,320,214	11,054,428	15,060,945	12,467,878	13,125,992	(1,934,953)	-13%
Capital Outlay	2,365,011	1,827,486	5,633,236	3,326,347	12,076,296	6,443,060	114%
Operating Expense	21,812,441	23,836,411	33,587,597	28,015,979	39,094,394	5,506,797	16%
Transfers	-	1,000,000	-	-	2,000,000	2,000,000	-
Reserve for Future Expenditures	-	-	2,000,000	-	2,000,000	-	-
Contingency	-	-	1,727,577	-	1,241,952	(485,625)	-28%
Unappropriated Ending Fund Balance	-	-	-	-	-	-	-
Total Expense	21,812,441	24,836,411	37,315,175	28,015,980	44,336,346	7,021,171	19%
Ending Fund Balance - Restricted				7,827,984			
Revenues Less Expenses**	8,289,596	4,270,688	-	-	-	-	-
Full Time Equiv Positions (FTE) Budgeted	96.5	97.6	99.7	100.7	100.7	1.0	0%

*FY21-22 ARPA funding of \$217,334 is shown in Personnel Services expense category.

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

Finance Only

Summary of Revenue & Expenses

Finance Department (15) - General Fund (100)

	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
Beginning Fund Balance	900,000	-	860,914	1,092,116	404,594	(456,320)	-53%
Federal, State, Local, All Other Gifts & Donations	246,947	41,729	-	-	13,330	13,330	-
Charges, Fees, License, Permits, Fines, Assessments	4,863,416	4,990,796	5,013,442	4,950,302	5,127,408	113,966	2%
Revenue from Bonds & Other Debts	13,345	1,034,526	3,000	13,000	9,000	6,000	200%
All Other Revenue Resources	222,897	194,762	245,000	245,000	245,000	-	-
Other Interfund Transfers	-	360,000	60,000	-	-	(60,000)	-
General Fund Support	-	-	2,395,278	2,395,278	3,347,274	951,996	40%
Operating Revenue	5,346,605	6,621,813	7,716,720	7,603,580	8,742,012	1,025,292	13%
Total Revenue	6,246,605	6,621,813	8,577,634	8,695,696	9,146,606	(7,552,342)	7%
Personnel Services	5,096,086	5,471,688	6,334,373	5,667,112	6,927,093	592,720	9%
Materials and Services	2,024,925	2,121,096	2,243,260	2,623,990	2,219,514	(23,746)	-1%
Capital Outlay	150	54,706	-	-	-	-	-
Operating Expense	7,121,161	7,647,490	8,577,633	8,291,102	9,146,607	568,974	7%
Total Expense	7,121,161	7,647,490	8,577,633	8,291,102	9,146,607	568,974	7%
Ending Fund Balance - Restricted				404,594			
Revenues Less Expenses**	(874,556)	(1,025,677)	-	-	-	-	-
Full Time Equiv Positions (FTE) Budgeted	45.5	46.6	47.7	48.7	48.7	1.0	0%

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

2022 Major Accomplishments

AREA	DESCRIPTION
Accounting Structure	Successful implementation of the County's new chart of accounts.
Financial Software	Implemented Project Costing and several updates to the ERP system for improved effectiveness. Updated the timekeeping software with the new chart of accounts to eliminate manual labor distribution journal entries.
Reporting & Transparency	Daily accounting data updates to the budget software for timely review of revenues and expenditures for strategic planning.
Budget Accountability	Budget is tied to Performance Clackamas.
Sustainability	Finance Department moved 100% of programs to paperless processes. Paid invoices are in the ERP system and accessible to be retrieved for review. This has eliminated the need for requests to finance and delays of information to departments.
Strategic Policies	Development and updating of various policies: debt, contingency and reserve, capital assets.

Performance Clackamas

Results Measures (Examples)

Line of Business/Program	Results Measure		FY 19-20 Actual	FY 20-21 Target	FY 21-22 Projected Performance	FY 22-23 Target
Financial Executive Support - Executive Leadership & Administration	By July 1, 2021 the chart of accounts will be updated and implemented so departments can align their budgeting, accounting and reporting with strategic business plans to allow for performance-informed decisions.		N/A	100%	100%	N/A
Financial Executive Support – Financial Systems Support	85% Systems users who “strongly agree” or “agree” that they can record, monitor, manage and report their financial information from the County’s systems of record.		N/A	85%	85%	100%
Financial Management & Accountability - Budget	By July 31, 2021, 95% department program managers will have access to budget to actual information on a monthly basis.		N/A	95%	100%	N/A
	By December 31, 2020, new budgeting software will be in place for budget development.		N/A	100%	100%	N/A
Financial Management & Accountability – Procurement	85% of customers surveyed after attending Procurement training indicated that they are more knowledgeable than they were prior to attending.		N/A	85%	91%	85%
Accounting Services – Accounts Payable	50% Total number of payments issued via electronic payment (ACH).		49%	50%	45%	50%

Program Profiles: 2022-23 Summary

Line of Business	Program Name	Total Funds (\$Million)	% County General Funds	% Restricted Funds	Mandate: Fed/State/Cty /IGA/None	% Program Operated by County	Metrics: % Target Meet/Exceed or Improve
Financial Executive Support:	Executive Leadership & Administration	\$963,308	100%	0%	None	100%	62%
	Financial Systems Support	\$660,154	61%	0%	None	100%	50%
Accounting Services:	Accounts Payable	\$647,965	0%	0%	State	100%	100%
	Accounts Receivable	\$641,955	0%	0%	State	100%	20%
	Payroll	\$768,848	16%	0%	Federal & State	100%	70%
Financial Management & Accountability:	Budget	\$1,144,040	60%	0%	State	100%	100%
	Financial Accounting & Reporting	\$2,246,376	45%	0%	Federal & State	100%	67%
	Procurement & Contract Services	\$1,272,234	17%	0%	State & County	100%	100%
Courier & Mail Operations:	Courier & Mail	\$801,726	13%	0%	None	100%	100%

Significant Policy and/or Financial Issues

DESCRIPTION	IMPACT
New policies: Contingency & Reserve policy, Debt policy, Capital Asset policy	Implementation of these new County policies.

Facilities Only

Summary of Revenue & Expenses

Finance Department (15) - Facilities Management Fund (744)

	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
Beginning Fund Balance	1,534,367	3,011,627	2,079,133	2,239,471	3,802,434	1,723,301	83%
Federal, State, Local, All Other Gifts & Donations	270,231	157,667	-	-	-	-	-
Charges, Fees, License, Permits, Fines, Assessments	10,223,541	10,305,319	10,573,558	10,573,558	9,939,858	(633,700)	-6%
All Other Revenue Resources	2,298,394	2,328,590	2,699,227	2,699,227	2,565,410	(133,817)	-5%
General Fund Support	-	-	-	-	1,418,950	1,418,950	-
Operating Revenue	12,792,166	12,791,576	13,272,785	13,272,785	13,924,218	651,433	5%
Total Revenue	14,326,533	15,803,203	15,351,918	15,512,256	17,726,652	14,700,485	15%
Personnel Services	5,031,130	5,482,809	6,341,709	6,337,308	6,865,013	523,304	8%
Materials and Services	6,097,109	6,735,046	7,007,132	5,222,514	7,390,976	383,844	5%
Capital Outlay	186,666	345,877	275,500	150,000	228,710	(46,790)	-17%
Operating Expenditure	11,314,905	12,563,732	13,624,341	11,709,822	14,484,699	860,358	6%
Transfers	-	1,000,000	-	-	2,000,000	2,000,000	-
Contingency	-	-	1,727,577	-	1,241,952	(485,625)	-28%
Total Expense	11,314,905	13,563,732	15,351,918	11,709,822	17,726,652	2,374,734	15%
Ending Fund Balance - Restricted				3,802,434			
Revenue Less Expense	3,011,628	2,239,471	-	-	-	-	-
Full Time Equiv Positions (FTE) Budgeted	51.0	51.0	52.0	52.0	52.0	0.0	-

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

2021 Major Accomplishments

AREA	DESCRIPTION
Asset/ Property Management	<ul style="list-style-type: none"> • Centralize leasing and agreements (IGA, MOU, etc.) • Continued validation of the County assets/ sites/ structures into one comprehensive list.
Systems and Software	<ul style="list-style-type: none"> • Implementation of new service request/work order module. • Implementation of new Project module, including real time cost tracking. • Successful rollout of this new asset management system. This system provides us new tools that will allows us to more effectively communicate, track, and report on the status of Facilities service requests, work orders and projects, while also helping us better manage our assets, space reservations and energy usage.
Strategic Energy Management (SEM)/Sustainability and Green initiatives	<ul style="list-style-type: none"> • Acquired an additional 20 (EV) charging Stations scheduled to be installed later this year. • Installation of another 11 water bottle filling stations/ drinking fountains in effort to reduce plastic waste. • Purchase of Electric and Natural Gas Offsets
Security and Access control	<ul style="list-style-type: none"> • On track to complete the upgrade of the security systems on 22 buildings. Work including additional card access and an upgrade to alarm panels and cameras. • Collaboration with Technology Services on installation of Alertus notification system. Completed Stokes, Juvenile buildings with PSB to be complete by the end of May. • Provided support and security for the BCC public business meetings.
Major Construction Projects	<ul style="list-style-type: none"> • On track to complete 53 Capital and Department funded projects out of the 69 approved and carryforward projects. This includes Capital Improvement, Department funded, and Repair and Maintenance projects. • Emergency relocation of occupants (DA) out of the Butler building to Multnomah Building. Due to immediate lease termination.
Post Pandemic recovery efforts	<ul style="list-style-type: none"> • Support Teleworking and department restructure efforts. • Increased volume of janitorial inspections which lead to more accountability to our contracted service group TVW.

Performance Clackamas

Results Measures (Examples)

Line of Business/Program	Results Measure		FY 20-21 Actual	FY 21-22 Target	FY 21-22 Projected Performance	FY 22-23 Target
Facilities Management Administrative Services 150501	100% Service requests converted to work orders within 24 hours. *Previously tracked within Mpulse. Now managed in zLink.		99%	100%	100%	100%
Facilities Management Construction 150502	85% of surveyed customers who rate communication with Facilities Construction Staff as “good” or “very good”. *Pulled via Survey Monkey		100%	85%	91%	85%
Facilities Management Maintenance 150503	80% Facilities maintained in “good” or “excellent” condition. *Previously tracked within Mpulse using ratio of completed preventative maintenance / scheduled preventative maintenance. In transitions from mPulse to zLink, the method in which we scheduled and the PM module. We were not able to accurately track this measure preventative maintenance was changed and temporarily captured under both work requests during the implantation period but are on schedule to develop reporting for this measure in the near future.		Average 63%	80%	N/A *Currently Unavailable	80%

Program Profiles: 2022-23 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
Facilities Management	Administrative Services 150501	\$4,466,408	26%	0%	(S) State Courts, (I) WES, (I) OSU (In Progress)	100%	99% Meet
	Construction 150502	\$1,485,050	0%	0%	(S) State Courts, (I) WES, (I) OSU (In Progress)	100%	100% Exceed
	Maintenance 150503	\$8,974,384	0%	0%	(S) State Courts, (I) WES, (I) OSU (In Progress)	100%	63% Improve
	Utilities 150504	\$2,800,810	8%	0%	(S) State Courts, (I) WES, (I) OSU (In Progress)	100%	0% N/A

Significant Policy and/or Financial Issues

DESCRIPTION	IMPACT
County Employees Telework Policy	Unforeseen cost associated with work space reconfiguration, occupancy changes, etc.
Potential lack of funding for capital improvement projects	Inability to pay cost of wages for non-allocated Construction and Maintenance employees to support other maintenance groups and County agencies (i.e. Sandy Clinic, Fairground) in emergency situations.
Need for clearly defined service level agreements and IGA's	Without clearly defined policies and procedures it is difficult to support other group's maintenance requests.
Opportunity for an established and funded Capital Reserve Program	Higher maintenance cost due to running current equipment beyond recommended manufacture guidelines and experience.
Opportunity to review policy, guidelines and accountability of FMLA claims	Limited availability of employees to handle and manage day to day functions. Increased burden and workload placed on other employees.
P3 Courthouse project	Impact to Red Soils Campus, relocation of buildings, roads, parking lots.

Capital Projects



Description of Fund

The Capital Projects Reserve Fund was originally established to accumulate resources for new facilities and fund improvements to county buildings (including maintenance) and account for the expenditure of those resources.

Revenue Summary

Beginning Fund Balance represents accumulated funds from prior years and balances of dollars for approved projects that are not yet complete. FY22-23 projects will be paid for with both existing resources such as Fund Balance and General Fund support. The courthouse project also incorporates state revenue funds.

Expenditure Summary

The majority of expenditures in this fund are for Capital Outlay. The Materials and Services line items consist of professional services associated with the capital projects. Recent projects includes remodeling and refurbishment in the Development Services Building, Public Services Building, CUP Building, and a covered parking lot for the Bowman Building.

Significant Issues & Changes

The future of this fund will be for new construction capital projects only and capital outlay and maintenance for the County will be detailed out of the Facilities Department budget. The courthouse project was moved into this Capital Projects program at the end FY20-21. The FY22-23 revenue includes \$3.7M general fund support specific to the Courthouse project, and a \$3.7M state revenue matching contribution.

Summary of Revenue & Expenses

Finance Department (15) - Capital Projects Fund (420)

	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
Beginning Fund Balance	8,244,817	6,152,525	3,966,507	3,056,895	3,620,956	(345,551)	-9%
Federal, State, Local, All Other Gifts & Donations*	964,890	(174,149)	2,627,500	2,207,500	3,702,000	1,074,500	41%
Charges, Fees, License, Permits, Fines, Assessments	226,195	-	-	-	-	-	-
All Other Revenue Resources	92,997	53,708	-	-	-	-	-
Other Interfund Transfers	-	650,000	-	-	2,000,000	2,000,000	-
General Fund Support	-	-	6,574,282	6,154,282	8,140,132	1,565,850	24%
Operating Revenue	1,284,082	529,559	9,201,782	8,361,782	13,842,132	4,640,350	50%
Total Revenue	9,528,899	6,682,084	13,168,289	11,418,677	17,463,088	4,294,799	33%
Personnel Services	-	-	-	-	100,000	100,000	-
Materials and Services	1,198,180	2,198,285	5,810,553	4,621,374	3,515,502	(2,295,051)	-39%
Capital Outlay	2,178,195	1,426,904	5,357,736	3,176,347	11,847,586	6,489,850	121%
Operating Expenditure	3,376,375	3,625,189	11,168,289	7,797,721	15,463,088	4,294,799	38%
Reserve for Future Expenditures	-	-	2,000,000	-	2,000,000	-	-
Total Expense	3,376,375	3,625,189	13,168,289	7,797,721	17,463,088	4,294,799	33%
Ending Fund Balance Restricted	-	-	-	3,620,956	-		
Revenue Less Expense *	6,152,524	3,056,895	-	-	-		

FY22-23 Capital Project List

Expense Type	Building	Lifecycle Maint / Capital Project	Project Description	Facilities Priority:	FY21-22 Adopted Budget	FY22-23 Requested Budget
Construction	All County	Capital	Install 10 EV Charging Stations - Install 10 new EV Charging stations at various County buildings (TBD)	4	75,000	
Construction	All County	Lifecycle	Replacement Generator or UPS Used to replace a generator or UPS due to failure	4	20,000	\$ 25,000
Building Improvement	Beavercreek Clinic	Capital	Refurbish multiple exam rooms	3		\$ 8,000
Building Improvement	Beavercreek Clinic	Capital	Equipment to Connect Building to Utilidor	3	52,866	\$ 130,000
Building Improvement	Beavercreek Clinic	Maintenance	Project 21-006(1)	1	68,484	\$ 68,484
Building Repair	Beavercreek Clinic	Lifecycle	Replacement of obsolete DDC system with County standard Metasys system. This includes some ductwork modifications to support new controls.	2	102,726	\$ 102,726
FY22-23 New Construction Project	Beavercreek Clinic	Capital	Generator	3		
New Construction Project	Beavercreek Clinic	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	4	18,925	-
Building Improvement	Bowman Building	Capital	Construct Covered Secured Parking Lot	2	500,000	\$ 480,000
Building Improvement	Bowman Building	Lifecycle	Replace Carpet throughout Building	5	46,750	
Construction	Bowman Building	Capital	Repaint interior, refinish hard floors, 5 cubicles and upgrade cameras.	3	30,000	-
FY22-23 New Construction Project	Brightwood Sand Shed	Capital	Drill well and connect water to office	3		\$ 85,000
Building Improvement	Brooks Building	Capital	Replacement of the 4 - 40 ton intellipaks due to them being at the end of their lifecycle. 20+ years old	2	614,723	-
Construction	Brooks Building	Capital	Brooks Museum Relay	5		-
FY22-23 New Construction Project	Brooks Building	Capital	Upgrade recess can lights to LED	4		\$ 40,000
New Construction Project	Brooks Building	Lifecycle	Purchase of a new 15 Ton heat pump and air handler system for the Brooks auditorium and lobby. Old unit is at the end of its lifecycle.	2	114,671	\$ 114,671
New Construction Project	Brooks Building	Maintenance	Repair of water and heating system	4	30,000	\$ 30,000
New Construction Project	Butler Building	Capital	Move DA out of the Butler Building	1		
Construction	CCOM	Lifecycle	Create larger 4 person office by annexing adjacent storage closet	3	20,466	-
New Construction Project	CCOM	Capital	Security upgrade including Access system upgrades and window Armorcoat.	3	62,370	
New Construction Project	CCOM	Capital	Install Armorcoat on glass windows on the SW,W,and n elevations	4	65,489	\$ -
New Construction Project	CCOM	Maintenance	Replace ceiling tile	4	34,845	\$ -
New Construction Project	CCSO	Capital	Construct new storage building for Marine/Dive unit	4	442,102	\$ -
Construction	Courthouse	Capital	State Court Support Yearly	5		\$ 50,000
Courthouse Development	Courthouse	Capital	Professional Services	1	5,255,000	\$ 2,104,000
Courthouse Development	Courthouse	Capital	Courthouse SDC's	1		\$ 4,300,000
Courthouse Development	Courthouse	Capital	Courthouse Road Construction	1		\$ 6,000,000
New Construction Project	Courthouse	Lifecycle	Clean and Seal Exterior of Building	3		
New Construction Project	Courthouse	Maintenance	Replace Marmoleum Floor in break room	4	6,493	
New Construction Project	CUP	Capital	Move/Install Ham Radio Trailer	3	248,399	\$ 248,399
New Construction Project	CUP	Maintenance	Replace VCT in both main floor lobbies and secure hallway. Add walk-off carpet at exterior doors.	5	15,000	\$ 15,000
Building Improvement	CUP Building	Capital	Security upgrade including smoke detectors, motion sensors, Access system upgrades per Homeland Security.	3		\$ 400,000
Building Improvement	CUP Building	Lifecycle	Replacement of the obsolete DDC system with the County standard Metasys system.	2	67,024	-

FY22-23 Capital Project List

Expense Type	Building	Lifecycle Maint / Capital Project	Project Description	Facilities Priority:	FY21-22 Adopted Budget	FY22-23 Requested Budget
Building Improvement	CUP Building	Capital	Security upgrade including smoke detectors, motion sensors, Access system upgrades per	3	25,000	
Building Repair	CUP Building	Capital	Remodel Phase 4 - Add flooring system above downstairs restrooms to create additional upstairs restrooms / showers as well as two sleeping/wellness rooms to accommodate the new training rooms and to further the COOP plan.	2	371,803	\$ 221,803
Construction	CUP Building	Capital	LED Lighting Retrofit	4	52,980	
Construction	CUP Building	Capital	Retro fit of all lighting within the CUP Building to LED.	3	12,600	-
Construction	CUP Building	Capital	Replace missing ceiling insulation and secure existing insulation in CUP warehouse.	2	306,148	\$ 156,148
New Construction Project	CUP Building	Maintenance	Expand the Facilities secured parking in the rear of the CUP Building per Oregon City's Requirements	2	15,937	-
New Construction Project	CUP Building	Capital	Eddy Current Maintenance that is due on the York Chiller	2	41,019	-
New Construction Project	CUP Building	Capital	Purchase and installation of new Key management system	5	531,060	
Construction	CUP Building	Capital	Repave South Parking Lot	1	70,106	\$ 45,106
Construction	CUP/Silver Oak	Capital	Connect CUP and Silver Oak parking lots with an ADA ramp and stair	2	72,632	\$ 72,632
New Construction Project	DSB Building	Lifecycle	Purchase and replacement of the entry doors	3		
New Construction Project	DSB Building	Lifecycle	Clean and Seal Exterior of Building	4	94,355	-
New Construction Project	DSB Building	Capital	Install automated control valves on the crack system to addback up cooling in the MDF room	4	200,000	\$ -
New Construction Project	DSB Building	Capital	Install two new 100kva UPS units to add redundancy to the MDF Room	2	86,541	\$ 50,000
New Construction Project	DSB,PSB,CUP Buildings	Lifecycle	Replacement of 6-8 of obsolete and end of life cycle VFD units	4	11,415	
New Construction Project	EOC	Maintenance	Replace carpet in EOC conference room	1		
FY22-23 New Construction Project	Fairgrounds	Capital	Construct new exhibit building	2		\$ 40,000
FY22-23 New Construction Project	Fairgrounds	Maintenance	Annual Fair support of electrical systems and full time electricians staffed at County Fair	2	40,000	
New Construction Project	Fairgrounds	Capital	Annual Fair support of electrical systems and full time electricians staffed at County Fair	4	16,675	
New Construction Project	Gladstone Health Clinic	Capital	Install County Controlled access control system	5	11,277	\$ 11,277
New Construction Project	Grounds Building (old dog services)	Maintenance	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	20,656	
New Construction Project	Hilltop Clinic	Maintenance	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	8,287	-
New Construction Project	Juvenile Annex	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	5,236	
New Construction Project	Juvenile Block Building	Maintenance	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	18,020	-
New Construction Project	Juvenile Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	5,963	-
New Construction Project	Juvenile Modular - DA	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	5,782	
FY22-23 New Construction Project	Juvenile Skill Center	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3		
New Construction Project	Juvenile Skill Center	Maintenance	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	2		\$ -
FY22-23 New Construction Project	Juvenile Skills Modular	Capital	Move location across parking lot	5		\$ 30,000
FY22-23 New Construction Project	Landscape Building	Maintenance	Project is for the replacement of 2 Roof Top units that have reached the end of the 15 year lifespan.	5		\$ -
FY22-23 New Construction Project	McBrod	Maintenance	Project is for the replacement of 12 Roof Top units that have reached the end of the 15 year lifespan.	5		\$ 51,231
New Construction Project	Oak Lodge Library	Lifecycle	Replace worn carpet	2	175,000	\$ 50,000
New Construction Project	Oregon Territory Museum	Maintenance	Parking lot repave, railings and ADA installation			

FY22-23 Capital Project List

Expense Type	Building	Lifecycle Maint / Capital Project	Project Description	Facilities Priority:	FY21-22 Adopted Budget	FY22-23 Requested Budget
New Construction Project	OSU Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	7,395	-
New Construction Project	PSB	Capital	Rey Key Building to Primus Everest	4	49,425	\$ 49,425
Construction	PSB Building	Capital	Upgrade public ADA restrooms for compliance	1	18,166	
FY22-23 New Construction Project	PSB, DSB, CUP	Lifecycle	Replace 8 VFD Drives that are at end of life.	3		\$ 36,000
Building Improvement	PSB/DSB Building	Capital	Installation and Programming of Flow Meters	4		\$ 100,489
Building Improvement	PSB/DSB Building	Capital	Panic System upgrades including either the expanse of the blue warning lights, and multi floor notifications or installation of the Alarmist Emergency notification system.	4	50,000	-
FY22-23 New Construction Project	PSB/DSB Building	Capital	Project is for additional security upgrades to access and entry points.	2		\$ 220,500
Building Repair	PSTC Building	Capital	Clean and Seal Exterior of Building	5	24,651	
New Construction Project	PSTC Building	Capital	Replacement of the MAU unit. This unit serves the ranges and is at the end of its lifecycle	2	946,077	\$ 876,026
Construction	Red Soils Campus	Capital	Install grass block pavers and removable bollards for emergency access between parking areas F & T.	3	19,300	0
FY22-23 New Construction Project	Red Soils Campus		Replace 100 trees of various caliper due to ice storm damage	2		\$ 60,000
FY22-23 New Construction Project	Red Soils Campus	Capital	Drill well and construct well shed	3		\$ 125,000
New Construction Project	Red Soils Campus	Capital	New Courthouse Support Project	1		\$ 100,000
New Construction Project	Red Soils Campus	Capital	Develop Traffic Impact Study for the Master Plan and new Courthouse	1		\$ 25,000
New Construction Project	Sheriff Fleet Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	9,884	-
FY22-23 New Construction Project	Silver Oak Building	Maintenance	Project is for the replacement of 3 Roof Top units that have reached the end of the 15 year lifespan.	4		\$ 61,927
New Construction Project	Silver Oak Building	Capital	Modify Office to accommodate permanent occupancy of Construction Group	1	109,272	
New Construction Project	Silver Oak Building	Capital	Repair or replace warehouse insulation	3	45,726	\$ 20,726
New Construction Project	Silver Oak Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	2	86,570	-
FY22-23 New Construction Project	SOB	Capital	Install truck door	4		\$ -
Construction	Stokes Building	Maintenance	Replace Heat Pumps - Replace Heat pumps that have reached the end of their lifecycle	2	84,815	-
FY22-23 New Construction Project	Stokes Building	Maintenance	Replace elevator	1		\$ 161,670
New Construction Project	Stokes Building	Capital	Full replacement of the skylight plus installation of fall protection.	1	86,540	
New Construction Project	Stokes Building	Capital	Upgrade upper gravel parking lot per Oregon City and PGE	4	250,000	\$ -
FY22-23 New Construction Project	TS-1 Building	Maintenance	Project is for the replacement of 2 Roof Top units that have reached the end of the 15 year lifespan.	4		\$ 44,849
New Construction Project	TS-1 Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	9,648	-
New Construction Project	TS-2 Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	15,821	-
Building Repair	Various Buildings	Capital	Wash and Relamp -This will replace the lighting tubes and wash the fixtures. This is part of the lifecycle maintenance program.	2	56,374	
Construction	Various Buildings	Capital	Install 12 Wheelchair charging stations at various buildings serving high volumes of ADA customers	2	12,000	\$ 12,000
FY22-23 New Construction Project	Various Buildings	Capital	UPS replacement/upgrades	4		\$ 60,000

FY22-23 Capital Project List

Expense Type	Building	Lifecycle Maint / Capital Project	Project Description	Facilities Priority:	FY21-22 Adopted Budget	FY22-23 Requested Budget
				4		
FY22-23 New Construction Project	Various Buildings	Maintenance	Wash and Relamp			\$ 60,000
FY22-23 New Construction Project	Various Buildings	Capital	Irrigation sprinkler upgrades	5		\$ -
New Construction Project	Various Buildings	Capital	Install Safety Railings per OSHA around skylights, roof access hatches and extension poles	1	143,000	\$ 120,000
New Construction Project	Various Buildings	Capital	Install 12 County Standard Drinking Fountains Throughout Various County Buildings in Public Spaces	4	60,000	
New Construction Project	Various Buildings	Maintenance	Sealcoat and Repair of parking lots	3	325,000	\$ 310,000
New Construction Project	Various Buildings	Capital	Emergency Response Containers placed throughout the County in strategic locations.	4	571,525	\$ -
New Construction Project	Various Buildings	Capital	Install Minimum of 10 EV Charging Stations	4	85,000	\$ 90,000
New Construction Project	WIC Building	Lifecycle	Paint Exterior of Building. 10 Year lifecycle and now on 11th year.	3	12,280	-
Grand Total					\$ 13,168,291	\$ 17,463,089

End of Presentation

The logo for Clackamas County features a teal triangle with a white stylized 'C' inside. The text 'CLACKAMAS COUNTY' is positioned below the triangle.

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CLACKAMAS
COUNTY



Department of Finance (15)

Department Mission

The mission of the Department of Finance is to provide financial and facilities management services to County departments and agencies so they can effectively deliver services to their customers while promoting transparency and responsible stewardship of public funds.

Department of Finance (15)

Elizabeth Comfort - Director
Ed Johnson - Deputy Director
Patrick Williams - Deputy Director
FTE 100.7
Total Budget \$ 44,336,346

General Fund Support \$12,906,356

Financial Executive Support Total Budget \$1,623,462 Gen Fund \$ 1,218,868	Accounting Services Total Budget \$2,058,768 Gen Fund \$ 122,298	Financial Management & Accountability Total Budget \$4,662,650 Gen Fund \$ 1,901,749	Courier & Mail Operations Total Budget \$801,726 Gen Fund \$ 104,359	Facilities Management Jeff Jorgensen - Division Director Total Budget \$17,726,652 Gen Fund \$ 12,906,356
Executive Leadership & Administration Elizabeth Comfort Director FTE 2.22 Total Budget \$963,308 Gen Fund \$ 963,308	Accounts Payable Sue Unger Accounting Manager FTE 4.72 Total Budget \$647,965 Gen Fund \$ -	Budget Sandra Montoya Budget Manager FTE 5.22 Total Budget \$1,144,040 Gen Fund \$ 686,310	Courier & Mail Operations Laurie Bergstrom Office Supervisor FTE 4.87 Total Budget \$801,726 Gen Fund \$ 104,359	Facilities Administrative Services Stephen Hill Business Services Manager FTE 12.00 Total Budget \$4,466,408 Gen Fund \$ 1,183,550
Financial Systems Support Sandra Montoya Budget Manager FTE 2.22 Total Budget \$660,154 Gen Fund \$ 255,560	Accounts Receivable Sue Unger Accounting Manager FTE 4.72 Total Budget \$641,955 Gen Fund \$ -	Financial Accounting & Reporting Patrick Williams Deputy Director FTE 9.22 Total Budget \$2,246,376 Gen Fund \$ 1,001,574		Facilities Construction Steven Bloemer Construction Supervisor FTE 11.00 Total Budget \$1,485,050 Gen Fund \$ -
	Payroll Vicky Anderson Payroll Supervisor FTE 5.22 Total Budget \$768,848 Gen Fund \$ 122,298	Procurement & Contract Services Ryan Rice Procurement Manager FTE 8.22 Total Budget \$1,272,234 Gen Fund \$ 213,865		Facilities Maintenance Dan Robertson Operations Manager FTE 29.00 Total Budget \$8,974,384 Gen Fund \$ -
				Utilities Stephen Hill Business Services Manager Total Budget \$2,800,810 Gen Fund \$ 235,400
				Capital Projects Stephen Hill Business Services Manager Total Budget \$17,463,088 Gen Fund \$ 8,140,132



Finance Department (15)

Department Budget Summary by Fund

Line of Business		FY 22/23	FY 22/23	FY 22/23	FY 22/23	FY 22/23	FY 22/23	FY 22/23
			General Fund	ARPA	Capital Projects	Facilities Management	Total	General Fund Support in Budget***
Program	Prog #	FTE	(100)	(230)*	Fund (420)	Fund (744)**	Budget	
Financial Executive Support								
Executive Leadership & Administration	150101	3.3	963,308	-	-	-	963,308	963,308
Financial Systems Support	150102	2.2	660,154	-	-	-	660,154	255,560
Accounting Services								
Accounts Payable	150202	5.4	647,965	-	-	-	647,965	-
Accounts Receivable	150203	4.7	641,955	-	-	-	641,955	-
Payroll	150204	5.2	768,848	-	-	-	768,848	122,298
Financial Management & Accountability								
Budget	150302	5.2	1,144,040	-	-	-	1,144,040	686,310
Financial Reporting	150303	10.2	2,246,376	-	-	-	2,246,376	1,001,574
Procurement and Contract Services	150304	8.2	1,272,234	-	-	-	1,272,234	213,865
Courier & Mail Operations								
Courier and Mail	150402	4.2	801,726	-	-	-	801,726	104,359
Facilities Management								
Facilities Administrative Services	150501	12.0	-	-	-	4,466,408	4,466,408	1,183,550
Facilities Construction	150502	11.0	-	-	-	1,485,050	1,485,050	-
Facilities Maintenance	150503	29.0	-	-	-	8,974,384	8,974,384	-
Utilities	150504	0.0	-	-	-	2,800,810	2,800,810	235,400
Capital Projects	150505	0.0	-	-	17,463,088	-	17,463,088	8,140,132
TOTAL		100.7	9,146,606	-	17,463,088	17,726,652	44,336,346	12,906,356
FY 21/22 Budget								
		99.7	8,577,634	217,334	13,168,289	15,351,918	37,315,175	8,969,560
\$ Increase (Decrease)		1.0	568,972	(217,334)	4,294,799	2,374,734	7,021,171	3,936,796
% Increase (Decrease)		1.0%	6.6%	-100%	33%	15%	19%	43.9%

* FY21-22 ARPA revenue of \$217,334 offset by same amount in Personnel Services expense category.

** In FY22-23 internal service charges to GFund Non-Departmental shifted revenue categories from Charges and Fees to General Fund Support including \$1.4M for Facilities.

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



Financial Executive Support

Executive Leadership & Administration





Purpose Statement

The purpose of the Executive Leadership & Administration program is to provide leadership, administrative, financial, communications and strategic planning services to Department Employees and other County Leadership so they can make informed decisions that further the achievement of both strategic and operational results.

Performance Narrative Statement

The Executive Leadership & Administration Program proposes a \$963,308 budget, a continuation of current service funding levels. These resources will allow the program to deliver training, financial policy development and implementation, and contract generation and management services to department and County staff so they can effectively manage and apply the finances of the County, and provide procurement and facilities services which benefit County residents through responsible management, furthering the strategic objective of building public trust through good government. These resources will also allow us to effectively manage staffing and benefits in the Finance department, so that Department staff can focus their efforts on service delivery to other work units and the public, and support the strategic goal of building public trust through good government.

Key Performance 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 respondents will "agree" or "strongly agree" that they receive quality professional services from the Finance Department that equip them to do their jobs	NEW	85%	85%	87%	100%
 Result	Bond rating maintained or improved	Aaa	N/A	N/A	N/A	N/A
 Result	% Finance Divisions/Programs with updated strategic plan performance results	100%	N/A	N/A	N/A	N/A
 Result	% Chart of Accounts updated and implemented so departments can align their budgeting, accounting and reporting with strategic business plans to allow for performance-informed decisions	NEW	NEW	100%	100%	N/A

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation Oversees the annual production of the County's Budget and Comprehensive Annual Financial Report, as well as all other Lines of Business of the Department, which many are required by regulations. Also, actively manages the County's debt within statutory limits.



Financial Executive Support

Executive Leadership & Administration

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
Beginning Fund Balance	900,000	-	192,116	-	-	(192,116)	-100%
Federal, State, Local, All Other Gifts & Donations	10,014	179	2,036	2,036	-	(2,036)	-100%
All Other Revenue Resources	4,710	-	-	-	-	-	-
General Fund Support	-	-	472,702	728,809	963,308	490,606	104%
Operating Revenue	14,724	179	474,738	730,845	963,308	488,570	103%
Total Revenue	914,724	179	666,854	730,845	963,308	296,454	44%
Personnel Services	916,471	680,976	589,506	657,559	881,246	291,740	49%
Materials and Services	164,909	93,209	77,348	73,286	82,062	4,714	6%
Capital Outlay	18	-	-	-	-	-	-
Operating Expense	1,081,398	774,185	666,854	730,845	963,308	296,454	44%
Total Expense	1,081,398	774,185	666,854	730,845	963,308	296,454	44%
Revenue Less Expense	(166,674)	(774,006)	-	-	-	-	

Significant Issues and Changes

FY22-23 Personnel Services: Increase is due to the approved addition of a second Deputy Director position.



Financial Executive Support

Financial System Support


Purpose Statement

The purpose of the Financial Systems Support program is to provide systems implementations, updates, training and ongoing support services to System Users so they can record, monitor, manage and report their financial information from the County's systems of record.

Performance Narrative Statement

The Financial System Support Program proposes a \$660,154 budget, a continuation of current service funding levels. These resources will allow the program to deliver financial systems development, implementation, maintenance and training to department and County staff so they can effectively manage and apply the finances of the County, which benefit County residents through responsible management, furthering the strategic objective of building public trust through good government.

Key Performance 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	Systems users who "strongly agree" or "agree" that they can record, monitor, manage, and report their financial information from the County's system of record	NEW	NEW	85%	0%	85%
Output	Number of employees that attended PeopleSoft Finance classes	50	N/A	N/A	243	N/A

Program includes:

Mandated Services

Shared Services

Grant Funding



Financial Executive Support

Financial System Support

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
Beginning Fund Balance	-	-	668,798	1,092,116	404,594	(264,204)	-40%
Revenue From Bonds & Other Debts	-	1,000,000	-	-	-	-	-
Other Interfund Transfers	-	360,000	60,000	-	-	(60,000)	-100%
General Fund Support	-	-	250,547	250,550	255,560	5,013	2%
Operating Revenue	-	1,360,000	310,547	250,550	255,560	(54,987)	-18%
Total Revenue	-	1,360,000	979,345	1,342,666	660,154	(319,191)	-33%
Personnel Services	-	344,274	456,806	338,616	352,103	(104,703)	-23%
Materials and Services	-	608,986	522,539	599,456	308,051	(214,488)	-41%
Capital Outlay	-	54,706	-	-	-	-	-
Operating Expense	-	1,007,966	979,345	938,072	660,154	(319,191)	-33%
Total Expense	-	1,007,966	979,345	938,072	660,154	(319,191)	-33%
Ending Fund Balance - Restricted				404,594			
Revenue Less Expense	-	352,034	-	-	-	-	

Significant Issues and Changes

FY20-21: Newly created program that houses two employees previously housed in the Office of the Director (now Executive Leadership & Administration).



Accounting Services

Accounts Payable



Purpose Statement

The purpose of the Accounts Payable Program is to provide invoice processing and payment support services to County Departments, so their vendors are paid timely and accurately.

Performance Narrative Statement

The Accounts Payable Program budget of \$647,965, is a continuation of our current funding level. These resources will allow us to continue to provide county leaders and employees with accounting, audit, consultation and review services so they can manage public funds effectively, tie resources to expected performance and achieve results that matter to taxpayers. This furthers the countywide strategic objective of building public trust through good government.

Key Performance 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	Payments issued within 7 days of Accounts Payable receiving properly completed payment request	NEW	23%	100%	24%	100%
 Result	% of vendor payments issued via ACH	19%	49%	50%	40%	50%
Output	Number of vendor payments issued via check	23,769	8,675	N/A	5,855	N/A
Output	Number of vendor payments issued via ACH	1,193	6,735	N/A	3,699	N/A

Mandated Services ☐ Y

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation The county is legally and contractually obligated to pay its vendors.



Accounting Services

Accounts Payable

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	-	3,042	-	-	-	-	-
Charges, Fees, License, Permits, Fines, Assessments	-	507,242	532,755	601,325	502,965	(29,790)	-6%
All Other Revenue Resources	-	-	-	-	145,000	145,000	-100%
Operating Revenue	-	510,284	532,755	601,325	647,965	115,210	22%
Total Revenue	-	510,284	532,755	601,325	647,965	115,210	22%
Personnel Services	-	296,421	441,646	415,803	573,026	131,380	30%
Materials and Services	-	86,850	91,109	185,522	74,939	(16,170)	-18%
Operating Expense	-	383,271	532,755	601,325	647,965	115,210	22%
Total Expense	-	383,271	532,755	601,325	647,965	115,210	22%
Revenue Less Expense	-	127,013	-	-	-	-	

Significant Issues and Changes

FY20-21: Newly created program under Finance's strategic plan that houses existing employees and costs.



Accounting Services

Accounts Receivable


Purpose Statement

The purpose of the Accounts Receivable Program is to provide billing and collection support services to County Departments so they can collect and accurately report revenue earned from the services they provide.

Performance Narrative Statement

The Accounts Receivable Program proposes a \$641,955 budget, a continuation of our current funding level. These resources will allow us to continue to provide county leaders and employees with accounting, audit, consultation and review services so they can manage public funds effectively, tie resources to expected performance and achieve results that matter to taxpayers. This furthers the countywide strategic objective of building public trust through good government.

Key Performance 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	Accounts and billings collected within 60 days	NEW	NEW	75%	N/A	75%

Mandated Services ☐ Y

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation This program includes revenue functions such as collection and administration of the following: transient lodging taxes as defined by County Code, vehicle registration fees, and marijuana taxes.



Accounting Services

Accounts Receivable

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	70,776	5,306	10,178	10,178	-	(10,178)	-100%
Charges, Fees, License, Permits, Fines, Assessments	1,279,960	773,954	623,666	528,774	641,955	18,289	3%
Operating Revenue	1,350,736	779,260	633,844	538,952	641,955	8,111	1%
Total Revenue	1,350,736	779,260	633,844	538,952	641,955	8,111	1%
Personnel Services	931,367	263,392	545,454	456,020	490,970	(54,484)	-10%
Materials and Services	438,944	138,479	88,390	82,932	150,985	62,595	71%
Capital Outlay	46	-	-	-	-	-	-
Operating Expense	1,370,357	401,871	633,844	538,952	641,955	8,111	1%
Total Expense	1,370,357	401,871	633,844	538,952	641,955	8,111	1%
Revenue Less Expense	(19,621)	377,389	-	-	-	-	

Significant Issues and Changes

FY20-21: Newly created program under Finance's strategic plan that houses existing employees and costs. In FY19-20, it was Accounting and had Accounts Payable and Accounts Receivable staff, as well as General Ledger and Audit Support staff.



Accounting Services

Payroll


Purpose Statement

The purpose of the Payroll Program is to provide payroll consultation, inquiry response, report, and reconciliation services to County employees and departments so that employees are paid correctly and on-time.

Performance Narrative Statement

The Payroll Program proposes a \$768,848 budget, a continuation of our current funding level. These resources allow the program to serve County employees and departments, processing approximately 61,000 paychecks annually at a cost of \$11.69 a paycheck, so employees are paid accurately and on time, while providing payroll consultation, inquiry response, reporting and reconciliation services. This will result in the responsible management of public funds.

Key Performance 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	Employees paid accurately per pay period	95%	97%	99%	95%	99%
Output	Number of timesheet amendments completed	2,500	4,041	N/A	1,400	N/A

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation Wage and hour law - BOLI and the Internal Revenue Service.



Accounting Services

Payroll

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	12,818	345	-	-	13,330	13,330	100%
Charges, Fees, License, Permits, Fines, Assessments	632,665	632,720	632,720	632,720	633,220	-	-
General Fund Support	-	-	119,900	119,900	122,298	2,398	2%
Operating Revenue	645,483	633,065	752,620	752,620	768,848	16,228	2%
Total Revenue	645,483	633,065	752,620	752,620	768,848	16,228	2%
Personnel Services	666,047	690,476	689,087	690,207	697,615	8,528	1%
Materials and Services	86,974	74,847	63,533	62,413	71,233	7,700	12%
Capital Outlay	20	-	-	-	-	-	-
Operating Expense	753,041	765,323	752,620	752,620	768,848	16,228	2%
Total Expense	753,041	765,323	752,620	752,620	768,848	16,228	2%
Revenue Less Expenses	(107,558)	(132,258)	-	-	-	-	
Significant Issues and Changes							



Financial Management & Accountability

Budget



Purpose Statement

The purpose of the Budget program is to provide financial planning, analysis, monitoring and support services to County leadership, County Departments, and Agencies so they can effectively manage resources to achieve their strategic and operational results in a fiscally sustainable manner.

Performance Narrative Statement

The Budget program proposes a budget of \$1,144,040, a continuation of our current funding level. These resources will allow us to provide county leaders and employees with timely budget development, consultation and review services so they can manage public funds effectively, tie resources to expected performance and achieve results that matter to taxpayers. This furthers the countywide strategic objective of building public trust through good government.

Key Performance 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	Appropriation in which year-end actual is within 5% of final budget	NEW	NEW	75%	Reported after end of FY	75%
	Result	% of departmental budgets where expenditures do not exceed appropriations at end of fiscal year.	98%	98%	100%	NA ¹	N/A

¹ NA - Audit results are monitored as of fiscal year end.

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation Per Oregon Revised Statutes, Chapter 294, local governments are required to adopt a budget, make appropriations, and declare and categorize property taxes prior to the beginning of the fiscal year and before money is spent or obligations incurred.



Financial Management & Accountability

Budget

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	2,658	30	-	-	-	-	-
Charges, Fees, License, Permits, Fines, Assessments	456,116	454,399	457,633	457,633	457,730	97	-
General Fund Support	-	-	634,259	584,259	686,310	52,051	8%
Operating Revenue	458,774	454,429	1,091,892	1,041,892	1,144,040	52,148	5%
Total Revenue	458,774	454,429	1,091,892	1,041,892	1,144,040	52,148	5%
Personnel Services	451,747	771,269	788,549	793,556	852,008	63,459	8%
Materials and Services	581,416	90,657	303,343	248,336	292,032	(11,311)	-4%
Capital Outlay	16	-	-	-	-	-	-
Operating Expense	1,033,179	861,926	1,091,892	1,041,892	1,144,040	52,148	5%
Total Expense	1,033,179	861,926	1,091,892	1,041,892	1,144,040	52,148	5%
Revenue Less Expense	(574,405)	(407,497)	-	-	-	-	

Significant Issues and Changes



Financial Management & Accountability

Financial Accounting & Reporting



Purpose Statement

The purpose of the Financial Accounting & Reporting program is to provide financial reporting, general ledger, and grants management services to the County and County Departments so they can have timely and accurate financial reports to make informed decisions.

Performance Narrative Statement

The Financial Accounting & Reporting Program proposes a budget of \$2,246,376, a continuation of our current funding level. These resources will allow us to complete the required financial management, reporting, and the Single Audit for 220 Federal financial assistance awards and various other grants, at a cost of \$5,001 per award/grant. Achieving these targets allows the County departments to both retain existing funding and obtain new funding, while in good standing with grantors.

Key Performance 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	Grants without financial audit & monitoring findings	100%	0%	100%	0%	100%
 Result	% Financial reports filed on or before the due date	87%	98%	100%	81%	100%

Program includes:

Mandated Services ☐ Y

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation The County is required under 2 CFR 200, as recipient of Federal grant funds to maintain a financial management system, policies and procedures, and internal controls in accordance with these regulations. The County must also have a Single Audit of its Federal expenditures each year, to remain eligible for Federal funding.

The County is required to prepare an annual financial report, for each of its governmental entities, and submit the report to the Secretary of State Audits Division by December 31st, as outlined in OAR 162-010-0010 through OAR 162-010-0330.



Financial Management & Accountability

Financial Accounting & Reporting

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	52,494	24,957	7,324	7,324	-	(7,324)	-100%
Charges, Fees, License, Permits, Fines, Assessments	920,155	920,100	1,079,481	1,329,591	1,244,802	165,321	15%
General Fund Support	-	-	605,885	399,775	1,001,574	395,689	65%
All Other Revenue Resources	-	20,073	-	-	-	-	-
Operating Revenue	972,649	965,130	1,692,690	1,736,690	2,246,376	553,686	33%
Total Revenue	972,649	965,130	1,692,690	1,736,690	2,246,376	553,686	33%
Personnel Services	820,612	1,041,030	1,276,703	1,039,262	1,570,019	293,316	23%
Materials and Services	159,747	496,298	415,987	697,428	676,357	260,370	63%
Capital Outlay	27	-	-	-	-	-	-
Operating Expense	980,386	1,537,328	1,692,690	1,736,690	2,246,376	553,686	33%
Total Expense	980,386	1,537,328	1,692,690	1,736,690	2,246,376	553,686	33%
Revenue Less Expense	(7,737)	(572,198)	-	-	-	-	

Significant Issues and Changes

FY20-21: Newly created program under Finance's strategic plan that houses existing employees and costs. Two FTE that supported the General Ledger and Annual Audit were moved into this program.

FY22-23 Personnel Services: The budget increase reflects an additional Principal Accountant position.



Financial Management & Accountability

Procurement and Contract Services


Purpose Statement

The purpose of the Procurement and Contract Services program is to provide policy training, and the acquisition of goods and contracted services to County Departments and agencies so they can acquire the goods and services needed within established timelines and in compliance with public procurement requirements.

Performance Narrative Statement

The Procurement and Contract Services Program proposes a \$1,272,234 budget. The adopted budget is intended to reflect the resources required to maintain the current high level of support to all County departments, agencies and districts. These resources will provide County departments, agencies and districts with timely procurement and contract services, personal property repurposing and disposition services so they can successfully fulfill their strategic goals.

Key Performance Measures

		FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Target	FY 21-22 Actuals as of 12/31/20	FY 22-23 Target
 Result	% Small contracts (<\$50k) completed within 10 business days	85%	88%	90%	83%	100%

Program includes:

Mandated Services ☐ Y

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation The process for procuring goods and services is governed by County codes, State law (ORS 279), and Federal regulations.



Financial Management & Accountability

Procurement and Contract Services

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	80,818	7,501	4,154	4,154	-	(4,154)	-100%
Charges, Fees, License, Permits, Fines, Assessments	900,488	995,372	977,321	680,259	949,369	(27,952)	-3%
Revenue from Bonds & Other Debts	13,345	34,526	3,000	13,000	9,000	6,000	200%
All Other Revenue Resources	218,177	174,689	245,000	245,000	100,000	(145,000)	-59%
General Fund Support	-	-	209,672	209,672	213,865	4,193	2%
Operating Revenue	1,212,828	1,212,088	1,439,147	1,152,085	1,272,234	(166,913)	-12%
Total Revenue	1,212,828	1,212,088	1,439,147	1,152,085	1,272,234	(166,913)	-12%
Personnel Services	975,326	1,040,308	1,190,311	920,224	1,133,109	(57,202)	-5%
Materials and Services	175,422	134,133	248,836	231,861	139,125	(109,711)	-44%
Capital Outlay	23	-	-	-	-	-	-
Operating Expense	1,150,771	1,174,441	1,439,147	1,152,085	1,272,234	(166,913)	-12%
Total Expense	1,150,771	1,174,441	1,439,147	1,152,085	1,272,234	(166,913)	-12%
Revenue Less Expense	62,057	37,647	-	-	-	-	
Significant Issues and Changes							



Courier and Mail Operations

Courier and Mail Operations



Purpose Statement

The purpose of the Courier and Mail Operations program is to provide coordinated mail processing services, US Mail, and small parcel distributions services to County employees so they can convey mail, small parcels, and other materials in the most cost effective manner.

Performance Narrative Statement

The Courier and Mail Program proposes a \$801,726 budget. The adopted budget reflects a realignment of resources realized through the Performance Clackamas process and is intended to reflect the resources required to maintain the current high level of support to all County departments, agencies and districts. These resources will provide County departments, agencies and districts timely and coordinated mail processing, US mail and small parcel distribution services so they can successfully fulfill their strategic goals.

Key Performance Measures

		FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Target	FY 21-22 Actuals as of 12/31/20	FY 22-23 Target
 Result	Surveyed respondents who “agree” or “strongly agree” that Courier and Mail Operations provides services that support their business operations	NEW	90%	90%	96%	90%
 Result	Surveyed respondents who “agree” or “strongly agree” that Courier and Mail Operations provides quality customer services	NEW	96%	90%	100%	90%

Program includes:

Mandated Services

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)



Courier and Mail Operations

Courier and Mail Operations

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	17,369	369	16,450	16,450	-	(16,450)	-100%
Charges, Fees, License, Permits, Fines, Assessments	674,033	707,008	709,866	720,000	697,367	(12,499)	-2%
All Other Revenue Resources	10	-	-	-	-	-	-
General Fund Support	-	-	102,313	102,313	104,359	2,046	2%
Operating Revenue	691,412	707,377	828,629	838,763	801,726	(26,903)	-3%
Total Revenue	691,412	707,377	828,629	838,763	801,726	(26,903)	-3%
Personnel Services	334,516	343,542	396,455	396,007	376,996	(19,459)	-5%
Materials and Services	417,514	397,637	432,173	442,756	424,730	(7,443)	-2%
Operating Expense	752,030	741,179	828,629	838,763	801,726	(26,903)	-3%
Total Expense	752,030	741,179	828,629	838,763	801,726	(26,903)	-3%
Revenue Less Expense	(60,618)	(33,802)	-	-	-	-	

Significant Issues and Changes



Facilities Management

Facilities Administrative Services


Purpose Statement

The purpose of the Facilities Administrative Services program is to provide information, coordination, analysis and support with financial and asset management services to the Facilities Staff and Occupants of County Facilities.

Performance Narrative Statement

The Facilities Administrative Services program proposes a \$4,466,408 budget. These resources allow this program to effectively manage work requests, submittal of payments, financial accounting, and overall customer service.

Key Performance Measures

		FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actuals as of 12/31/21	FY 22-23 Target
Result	Ratio of preventive maintenance to unplanned work orders	56:44	Discontinued in FY 19-20	N/A	N/A
 Result	% of Facilities that meet or exceed health, safety, and comfort standards	NA - Survey being created	Discontinued in FY 19-20	N/A	N/A
Result	% of work orders completed to customer satisfaction	90.00%	Discontinued in FY 19-20	N/A	N/A
	100% service requests converted to work orders within 24 hours	*New Measure for 2020-2021*	99%	100%	100%
	75% of completed work orders closed within 2 weeks	*New Measure for 2020-2021*	0%	0%	75%
	By January 1, 2021, the County will fully implement an asset management system allowing departments to track projects from beginning to end. (Strategic Result #4)	*New Measure for 2020-2021*	100%	100%	100%
	By June 30, 2023, a long-term maintenance plan for County facilities will be completed, including an assessment of County facilities and the funding requirements to meet the plan. (Strategic Result #4)	*New Measure for 2020-2021*	45%	40%	66%
	By 2024, 80% facilities will be maintained in good to excellent condition. (Strategic Result #4)	*New Measure for 2020-2021*	53%	0%	50%
	By 2024, 80% facilities will meet established maintenance and cleanliness standards. (Strategic Result #4)	*New Measure for 2020-2021*	15%	20%	50%
	# service requests converted to work orders	N/A	4645	1462	N/A
	75% Work orders completed within 30 days or less.	*New Measure for 2020-2021*	0%	0%	75%

Program includes:

Mandated Services ☐ N

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation Managing for Results Goals were revised for FY 2020-2021.
* An asset management program is still being developed.



Facilities Management

Facilities Administrative Services

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
Beginning Fund Balance	1,534,367	2,101,041	1,903,299	1,049,272	2,524,724	621,425	33%
Federal, State, Local, All Other Gifts & Donations	110,069	102,767	56,574	56,574	-	(56,574)	-100%
Charges, Fees, License, Permits, Fines, Assessments	4,267,370	4,262,169	4,185,601	4,185,601	758,134	(3,427,467)	-82%
All Other Revenue Resources	2,296,079	2,326,218	-	-	-	-	-
General Fund Support	-	-	-	-	1,183,550	1,183,550	-
Operating Revenue	6,673,518	6,691,154	4,242,175	4,242,175	1,941,684	(2,300,491)	-54%
Total Revenue	8,207,885	8,792,195	6,145,474	5,291,447	4,466,408	(1,679,066)	-27%
Personnel Services	1,206,326	1,584,279	1,750,749	1,751,049	1,289,310	(461,439)	-26%
Materials and Services	4,713,852	4,812,767	2,516,808	865,674	984,146	(1,532,662)	-61%
Capital Outlay	186,666	345,877	275,500	150,000	228,710	(46,790)	-17%
Operating Expense	6,106,844	6,742,923	4,543,057	2,766,723	2,502,166	(2,040,891)	-45%
Transfers	-	1,000,000	-	-	722,290	722,290	-
Contingency	-	-	1,602,417	-	1,241,952	(360,465)	-22%
Total Expense	6,106,844	7,742,923	6,145,474	2,766,723	4,466,408	(1,679,066)	-27%
Ending Fund Balance - Restricted				2,524,724			
Revenue Less Expense	2,101,041	1,049,272	-	-	-	-	
Significant Issues and Changes							



Facilities Management

Facilities Construction

Purpose Statement

The purpose of the Facilities Construction program is to provide consultation, design, estimation, and project management services to County Departments and Agencies, so they can serve their customers in well-planned facilities.

Performance Narrative Statement

The Facilities Construction program proposes a \$1,485,050 budget. These resources will provide project estimation, design, construction and project management services for tenants and the County. These funds will allow us to make changes and improvements to County facilities that will better serve the department and citizens of Clackamas County.

Key Performance 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	% Construction projects completed within budget	90%	Discontinued in FY19-20	Discontinued in FY19-20	N/A	N/A
Result	% Construction projects completed on-time	75%	Discontinued in FY 19-21	Discontinued in FY 19-21	N/A	N/A
Result	% of customers rate communication as Effectively or Very Effectively.	* New Measure for 2019-2020	100%	85%	91%	85%
	75% projects completed with 2 or fewer internal change orders	*New Measure for 2020-2021*	100%	75%	100%	75%
	75% of work orders received requesting project estimates assigned and a customer meeting scheduled within 2 weeks	*New Measure for 2020-2021*	100%	75%	100%	75%
	75% completed within timeline estimate determined at project meeting	*New Measure for 2020-2021*	95%	75%	100%	75%
	# Projects completed	N/A	176	N/A	80	N/A

Shared Services

Grant Funding

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation We must meet American with Disability Act (ADA), Occupational Safety and Health Administration (OSHA) and National Fire Protection Association (NFPA) requirements for the buildings.

Managing for Results Goals were revised for FY 2020-21.



Facilities Management

Facilities Construction

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
Beginning Fund Balance	-	1,511	50,674	30,892	-	(50,674)	-100%
Federal, State, Local, All Other Gifts & Donations	47,897	19,735	32,566	32,566	-	(32,566)	-100%
Charges, Fees, License, Permits, Fines, Assessments	1,263,400	1,122,426	1,509,736	1,509,736	1,485,050	(24,686)	-2%
Operating Revenue	1,311,297	1,142,161	1,542,302	1,542,302	1,485,050	(57,252)	-4%
Total Revenue	1,311,297	1,143,672	1,592,976	1,573,194	1,485,050	(107,926)	-7%
Personnel Services	1,239,535	1,064,024	1,474,551	1,469,852	1,357,280	(117,271)	-8%
Materials and Services	70,250	48,757	118,425	103,342	127,770	9,345	8%
Operating Expense	1,309,785	1,112,781	1,592,976	1,573,194	1,485,050	(107,926)	-7%
Total Expense	1,309,785	1,112,781	1,592,976	1,573,194	1,485,050	(107,926)	-7%
Revenue Less Expense	1,512	30,891	-	-	-	-	
Significant Issues and Changes							



Facilities Management

Facilities Maintenance



Purpose Statement

The purpose of the Facilities Maintenance program is to provide preventive and corrective asset maintenance services to County Departments and Agencies, so they can provide services to their customers in a safe, secure and well-maintained environment.

Performance Narrative Statement

The Facilities Maintenance program proposes a \$8,974,384 budget, an increase of our current funding level due to increased cost for materials and contracted services. These resources will allow us to quickly respond to work requests and proactively complete preventative maintenance on county assets.

Key Performance Measures

		FY 19-20 Actual	FY 20-21 Actual	FY 20-21 Target	FY 21-22 Actuals as of 12/31/21	FY 21-22 Target
 Result	% County facilities that are completely inventoried in an asset management program	75%	Discontinued in FY 19-20	Discontinued in FY 19-20	N/A	N/A
 Result	% Facilities maintained in good to excellent condition	75%	75%	80%	Unavailable at this time	80%
Efficiency	# Square feet maintained per maintenance technician (National recommended average of 42,500 sq. ft.)	62,681 sq. ft.	Discontinued in FY 19-20	Discontinued in FY 19-20	N/A	N/A
	\$ Corrective repairs/ \$ preventive maintenance	N/A	\$1,279,472 Corrective repair / \$650,486 preventative	N/A	Unavailable at this time	N/A
	100% Facilities where required fire evacuation drills are successfully conducted annually	N/A	100%	100%	50%	100%
	100% Janitorial inspections that meet maintenance and cleanliness standards	N/A	5%	100%	20%	100%
	100% Facilities with intrusion alarm systems	N/A	75%	100%	83%	100%
	75% of work orders completed within 2 weeks	N/A	88%	75%	Unavailable at this time	75%
	# Planned Corrective Actions completed	N/A	7692	N/A	1115	N/A

Program includes:

Mandated Services ☐ Y

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)

Explanation We must meet American with Disability Act (ADA), Occupational Safety and Health Administration (OSHA) and National Fire Protection Association (NFPA) requirements for the buildings.

Managing for Results Goals are being revised for FY 2020-21.



Facilities Management

Facilities Maintenance

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
Beginning Fund Balance	-	909,075	-	1,159,307	1,277,710	1,277,710	-
Federal, State, Local, All Other Gifts & Donations	112,266	35,165	88,052	88,052	-	(88,052)	-100%
Charges, Fees, License, Permits, Fines, Assessments	4,692,770	4,920,723	4,878,221	4,878,221	7,696,674	2,818,453	58%
All Other Revenue Resources	2,315	2,372	-	-	-	-	-
Operating Revenue	4,807,351	4,958,260	4,966,273	4,966,273	7,696,674	4,008,111	55%
Total Revenue	4,807,351	5,867,335	4,966,273	6,125,580	8,974,384	4,008,111	81%
Personnel Services	2,585,269	2,834,507	3,293,601	3,293,599	4,218,424	924,823	28%
Materials and Services	1,313,007	1,873,522	1,672,672	1,554,271	3,478,250	1,805,578	108%
Operating Expense	3,898,276	4,708,029	4,966,273	4,847,870	7,696,674	2,730,401	55%
Transfers	-	-	-	-	1,277,710	1,277,710	-
Total Expense	3,898,276	4,708,029	4,966,273	4,847,870	8,974,384	4,008,111	81%
Ending Fund Balance - Restricted				1,277,710			
Revenue Less Expense	909,075	1,159,307	-	-	-	-	
Significant Issues and Changes							



Facilities Management

Utilities

Purpose Statement

The purpose of the Utilities program is to monitor and analyze Utility data with a focus on improving the energy usage and operation of buildings to meet County sustainability goals.

Performance Narrative Statement

The Utilities program proposes a \$2,800,810 budget. The resources for this program are used to pay the utility bills for the locations that Facilities Management oversees.

Key Performance 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	Reduce overall energy intensity (per sq. ft.)	68.28%	Discontinued in FY 19-20	Discontinued in FY 19-20	N/A	N/A

Program includes:

Mandated Services ☐ N

Shared Services ☐ N

Grant Funding ☐ N

Explain all "Yes" boxes below

For help with shared services, see AOC Shared State-County Services page on intranet

If grant funding, include length of grant and any match requirement (w/funding source)



Facilities Management

Utilities

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
Beginning Fund Balance	-	-	125,160	-	-	(125,160)	-100%
All Other Revenue Resources	-	-	2,699,227	2,699,227	2,565,410	(133,817)	-5%
General Fund Support	-	-	-	-	235,400	235,400	-
Operating Revenue	-	-	2,699,227	2,699,227	2,800,810	101,583	4%
Total Revenue	-	-	2,824,387	2,699,227	2,800,810	(23,577)	-1%
Materials and Services	-	-	2,699,227	2,699,227	2,800,810	101,583	4%
Operating Expense	-	-	2,699,227	2,699,227	2,800,810	101,583	4%
Contingency	-	-	125,160	-	-	(125,160)	-100%
Total Expense	-	-	2,824,387	2,699,227	2,800,810	(23,577)	-1%
Revenue Less Expense	-	-	-	-	-	-	
Significant Issues and Changes							



Facilities Management

Capital Projects

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
Beginning Fund Balance	8,244,817	6,152,525	3,966,507	3,056,895	3,620,956	(345,551)	-9%
Federal, State, Local, All Other Gifts & Donations	964,890	(174,149)	2,627,500	2,207,500	3,702,000	1,074,500	41%
Charges, Fees, License, Permits, Fines, Assessments	226,195	-	-	-	-	-	-
All Other Revenue Resources	92,997	53,708	-	-	-	-	-
Other Interfund Transfers	-	650,000	-	-	2,000,000	2,000,000	-
General Fund Support	-	-	6,574,282	6,154,282	8,140,132	1,565,850	24%
Operating Revenue	1,284,082	529,559	9,201,782	8,361,782	13,842,132	4,640,350	50%
Total Revenue	9,528,899	6,682,084	13,168,289	11,418,677	17,463,088	4,294,799	33%
Personnel Services	-	-	-	-	100,000	100,000	-
Materials and Services	1,198,180	2,198,285	5,810,553	4,621,374	3,515,502	(2,295,051)	-39%
Capital Outlay	2,178,195	1,426,904	5,357,736	3,176,347	11,847,586	6,489,850	121%
Operating Expense	3,376,375	3,625,189	11,168,289	7,797,721	15,463,088	4,294,799	38%
Reserve for Future Expenditures	-	-	2,000,000	-	2,000,000	-	-
Total Expense	3,376,375	3,625,189	13,168,289	7,797,721	17,463,088	4,294,799	33%
Ending Fund Balance - Restricted				3,620,956		-	-
Revenue Less Expense	6,152,524	3,056,895	-	-	-	-	
Significant Issues and Changes							