

**Department:** County Assets  
**Program Offer Type:** Internal Service

**Program Contact:** Naomi Butler  
**Program Offer Stage:** As Adopted

**Related Programs:**

**Program Characteristics:**

### Executive Summary

Facilities and Property Management (FPM) manages the Countywide building portfolio allocations for debt and capital cash transfer expenses based on occupancy data.

### Program Summary

FPM collects payments from departments for Full Faith & Credit Obligation Bonds, Series 2014 and capital leases. The outstanding debt issues have funded a number of capital improvements and acquisitions. These include purchase of the Multnomah East County Health/Aging and Blanchard buildings and related equipment. All binding obligations were confirmed by the CFO and approved by the Board of County Commissioners.

This program offer also includes reimbursements to Facilities Capital Funds for a share of rental revenue from external customers to be applied to capital work.

### Performance Measures

<b>Measure Type</b>	<b>Primary Measure</b>	<b>FY16 Actual</b>	<b>FY17 Purchased</b>	<b>FY17 Estimate</b>	<b>FY18 Offer</b>
Output	Percent of accurate and complete annual allocations to departments	100%	100%	100%	100%
Outcome	Percent accurate and complete building occupancy data for accurate allocations	100%	100%	100%	100%

### Performance Measures Descriptions

PM #1 Output: Facilities and Property Management provides accurate billing for debt service and capital fee pass thru expenses

PM #2 Outcome: Facilities and Property Management ensures accurate compilation and allocation of occupancy data for departmental reporting and response to internal and external information requests.

## Legal / Contractual Obligation

Principal and interest on the full faith and credit obligations, capital leases and intergovernmental agreements are a binding debt obligation of the County. All debt issues and refundings were approved by various resolutions adopted by the Board of County Commissioners.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	<b>2017</b>	<b>2017</b>	<b>2018</b>	<b>2018</b>
Internal Services	\$0	\$5,168,000	\$0	\$4,718,000
Cash Transfers	\$0	\$810,692	\$0	\$431,276
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$5,978,692</b>	<b>\$0</b>	<b>\$5,149,276</b>
<b>Program Total:</b>	<b>\$5,978,692</b>		<b>\$5,149,276</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

<b>Program Revenues</b>				
Other / Miscellaneous	\$0	\$5,975,333	\$0	\$5,149,276
Service Charges	\$0	\$3,359	\$0	\$0
<b>Total Revenue</b>	<b>\$0</b>	<b>\$5,978,692</b>	<b>\$0</b>	<b>\$5,149,276</b>

## Explanation of Revenues

Facilities Operating Fund programs such as this one are supported primarily by internal service revenue from County departments, with less than 5% of revenue from external customers. Estimates reflect the amounts needed to cover actual expenses.

## Significant Program Changes

**Last Year this program was:** FY 2017: 78201 Facilities Debt Service and Capital Fee Pass Through

In FY 2017 Internal Services Expense included a Capital Improvement Program Deferred Maintenance Bond that was paid off in FY 2017.

In FY 2017 Cash Transfers Expense included charges for Facilities-occupied and vacant space Capital Fee charges that passed through the Facilities operating fund from departments to the capital funds, that will instead reimburse the Capital funds directly in FY 2018.