

Division: Department Administration

Program Characteristics:

Program Description

Summary: Library Building Bond Administration (Bond Administration) supports the Library's vision for capital construction projects through collaboration with Bond Administration program management staff. This program represents the Library staff positions that support the Capital Bond program's administration in collaboration with the Department of County Assets (DCA). Most of the Library Capital Bond expenses are budgeted in DCA; these positions are funded by the Multnomah County Library Capital Construction Fund.

Program activity:

- Provides coordination and liaison support between the Library and the Bond Project Management Office
- Advocates for building project design development decisions that will work for the Library and patrons
- Represents Library needs during major projects and smaller refresh work
- Supports Library opening and closing activities
- Oversees extensive Capital Bond community outreach
- Supports Capital Bond program communication and media engagement
- Coordinates with Regional Arts and Culture Council and other key partners

Equity Statement

Library Building Bond Administration (Bond Administration) centers diversity, equity, and inclusion. The Library's Capital Planning Project Principles and Community Engagement Ethos emphasize hearing from the community and elevating the voices of those often left out of the conversation. Bond Administration works closely with each project team to ensure parity in communications, language support at events, and it documents the impact of community engagement on projects.

Revenue/Expense Detail

	2026 General Fund	2026 Other Funds	2027 General Fund	2027 Other Funds
Personnel	\$0	\$0	\$0	\$0
Internal Services	\$0	\$0	\$0	\$0
Total GF/non-GF	\$0	\$0	\$0	\$0
Total Expenses:	\$0		\$0	
Program FTE	0.00	6.00	0.00	6.00
Total Revenue	\$0	\$0	\$0	\$0

Performance Measures

Performance Measure	FY25 Actual	FY26 Estimate	FY27 Target
Number of public presentations, community listening sessions, and community events supporting current bond projects	30	10	2
Number of projects completed	3	3	2