



Department of County Assets FY 2022 Proposed Budget

Presented to the
Board of County Commissioners

Multnomah County
April 28, 2021

Located at: www.multco.us/budget

Agenda

- Introduction
- Community Budget Advisory Committee
- Department Budget Overview – Approach and Equity
- General Fund Reductions
- New and One-Time-Only
- Budget Overview by Division
 - Service, Data, Performance Trends
 - Budget and Policy Changes
- Capital Program Budget Overview by Fund
- Potential State, Federal Impacts or Other Policy Issues
- COVID-19 Impacts and Response
- Questions



Community Budget Advisory Committee (CBAC)

Karen Williams and Moses Ross
Co-Committee Chairs

Members:

Heather Berry (Presenter), Sam Caldwell, Nick
Prelosky, and Kent Zook



Office of Community Involvement



CBAC Budget Feedback

Values:

- Workplace Equity and Inclusion
- Community Equity and Inclusion
- Accountability and Fiscal Diligence

Decision Making Process:

- Program Offers should be understandable and clear to the average community member
- Business and budgetary decisions must be made using a Diversity, Equity and Inclusion lens
- Engage and Interview key decision makers



CBAC Recommended Program Offers

Budget Review Process:

- Historically focus on one time only funding requests, out of target and new programs
- Interviewed county program leaders
- Provided input on program offers that stood out in terms of cost, impact, relative merit

Key Themes:

- Pandemic and Emergency Response
- Voters passed new programs
- Equity in budgeting
- Facilities maintenance and pandemic response
- Technology



CBAC Recommended Program Offers

Recommendations for Department of County Assets (DCA):

- 78301 C, D, E Technology Improvements
- 78316B - Digital Access Coordinator





FY 2022 Proposed Budget

Department of County Assets

Budget Overview

Who we are in DCA



DCA mission: We actively plan, acquire, implement, and preserve core assets to effectively advance Multnomah County's services to the community.

Values: Integrity, Collaboration, Leadership, Diversity, Excellence, Innovation, Sustainability, Responsibility



Key Budget Themes & Considerations

- **Support ongoing operations using this framework**
 - Promote equity and inclusion
 - Provide innovative solutions
 - Build strong relationships
 - Enhance communication
- **Deliver on strategic projects that move the County forward**
 - Library Capital Bond Program
 - Future space planning
 - Behavioral Health Resource Center
- **Maintain current service levels with constraint**



Applying an Equity Lens

- **Formal budget development process changes:**
 - Partnered with Chair's office and Office of Diversity and Equity to develop program offer models and examples
 - Developed new program offer guidance to assess impacts and align with County values
 - Used a consistent methodology to identify equity impacts of budget changes and reductions inside and outside of our department
- **Investment in our workforce equity:**
 - Converting a limited duration Workforce Equity Analyst position to full time status
- **Using data** to inform decisions around employee engagement and experience



Reductions

| Prog. Name/# or Description | FY 2022 Reductions | FTE |
|--|--------------------|---------------|
| 78101 Business Services: Procurement and Contracting | (\$371,890) | (2.00) |
| 78200 Facilities Director's Office | (\$180,000) | (1.00) |
| 78400 Fleet Services | (\$189,456) | (0.00) |
| 78101-78104 Business Services | (24,206) | (0.00) |
| Department DCA Total | (\$765,552) | (3.00) |

- These reductions reduced the Internal Service Rates, which assumes 50% of the reductions comes from General Funds
- Reduction was met through a reduction of supplies, reorganization and span of control assessments
- Reductions we evaluated using an equity lens which evaluated impact on ongoing operations, programs and clients



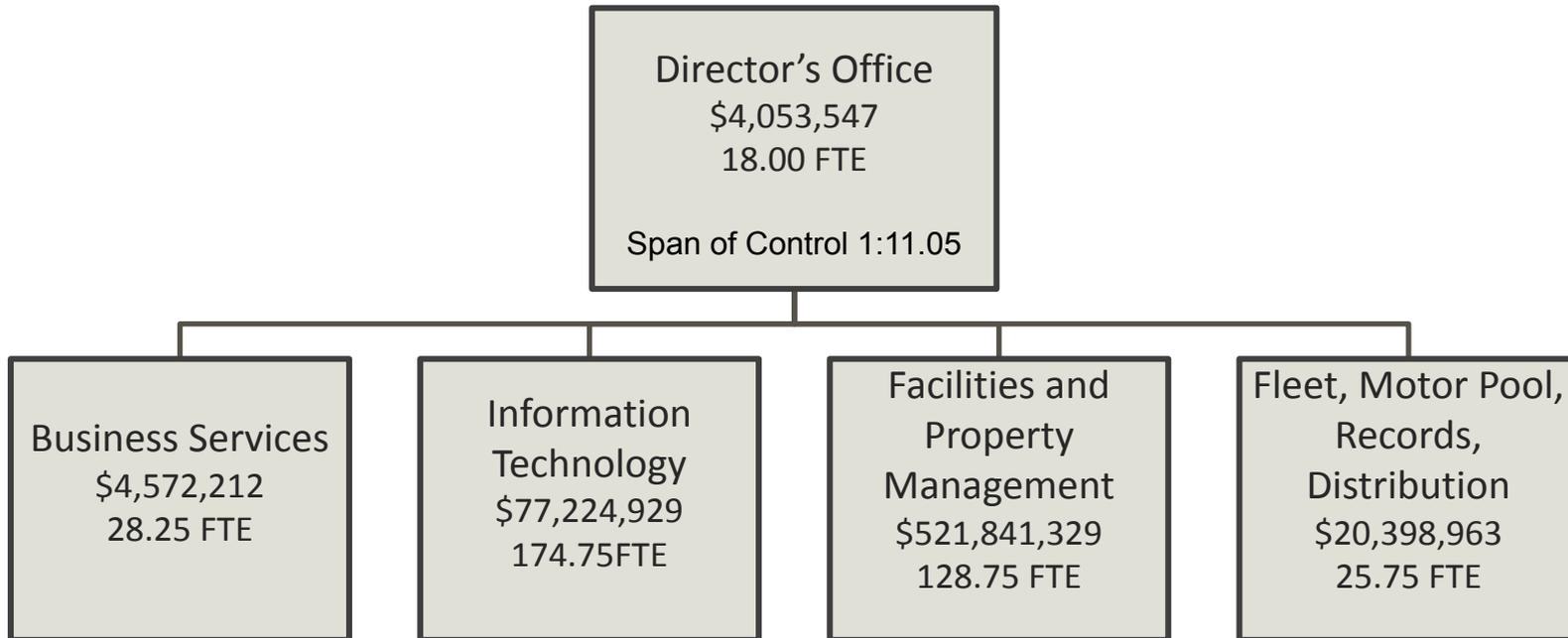
New, OTO, Backfill & Restored Offers

| Prog. Name & # or Description | FY 2022 General Fund | GF Backfill | FY 2022 Other Funds | Total | Restoration | OTO | NEW |
|---|-------------------------|-------------|---------------------------|------------------|-------------|-----|-----|
| 78301C Technology Improvement Program-Long Term Care Eligibility Tracking System Replacement | \$395,000 | N/A | \$0 | \$395,000 | | X | X |
| 78301D Technology Improvement Program-SQL Server Upgrade and Migration | \$245,000 | N/A | \$0 | \$245,000 | | X | X |
| 78301E Technology Improvement Program-Non-Medical Transportation and EP&R System Replacements | \$205,000 | N/A | \$0 | \$205,000 | | X | X |
| 78316B Digital Access Coordinator | \$150,000 | | \$0 | \$150,000 | | X | X |
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| Department DCA Total | \$995,000 | \$0 | \$0 | \$995,000 | | | |



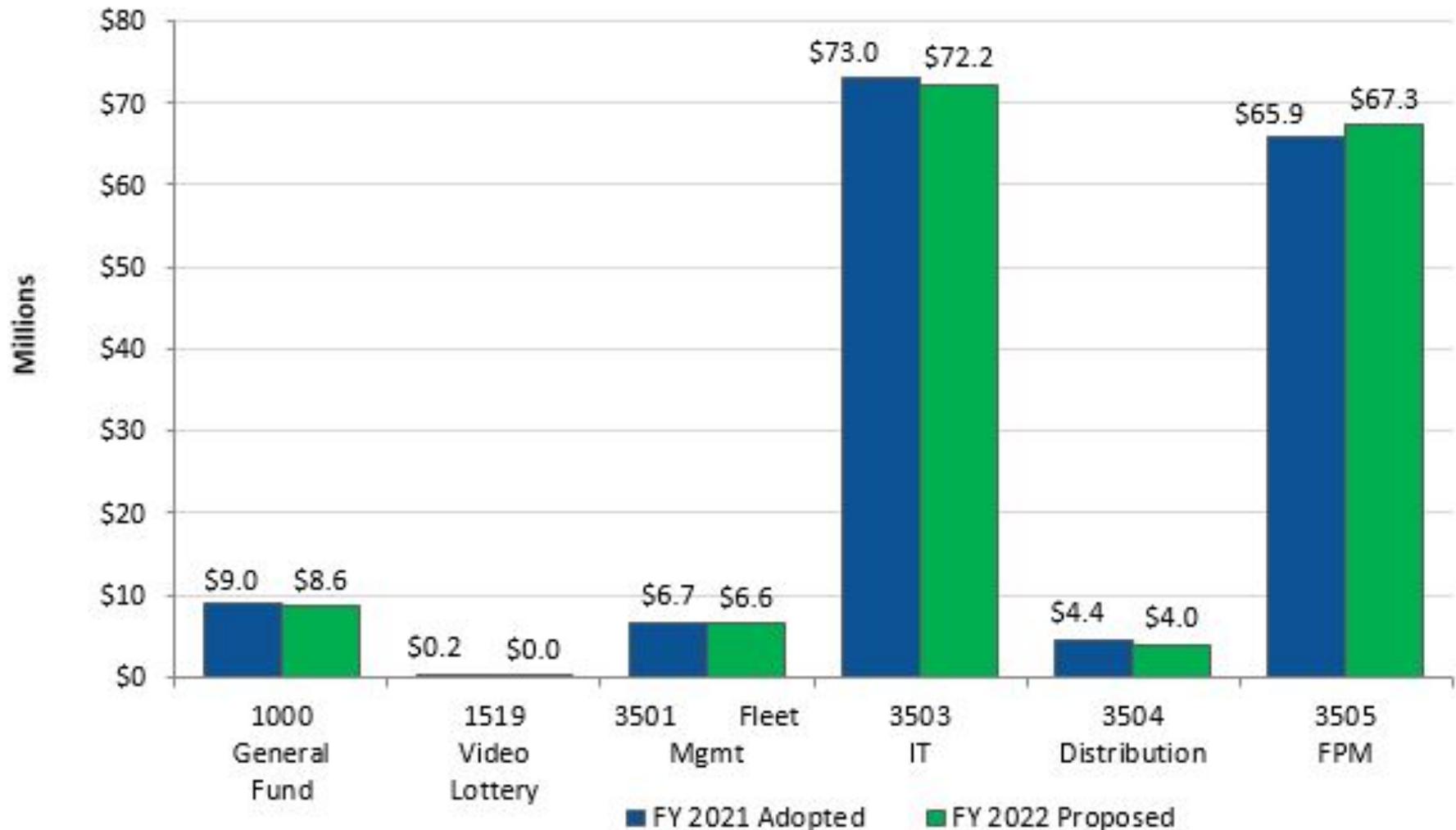
Organizational Chart

Department of County Assets
Proposed Budget \$628,090,980; 375.50 FTE



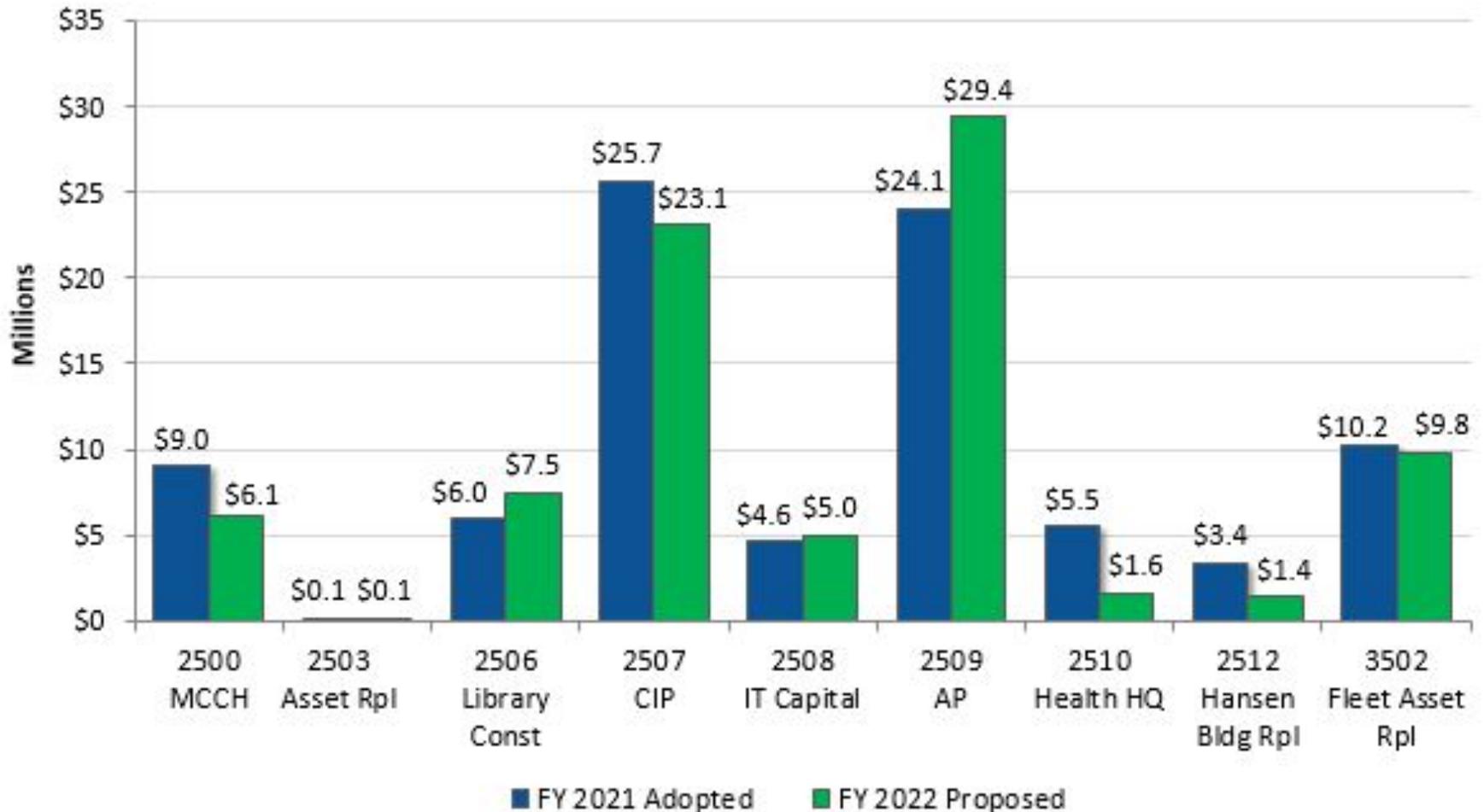
Budget by Fund - \$628.1M (Slide 1 of 3)

(Operations Expenditures \$158.8)



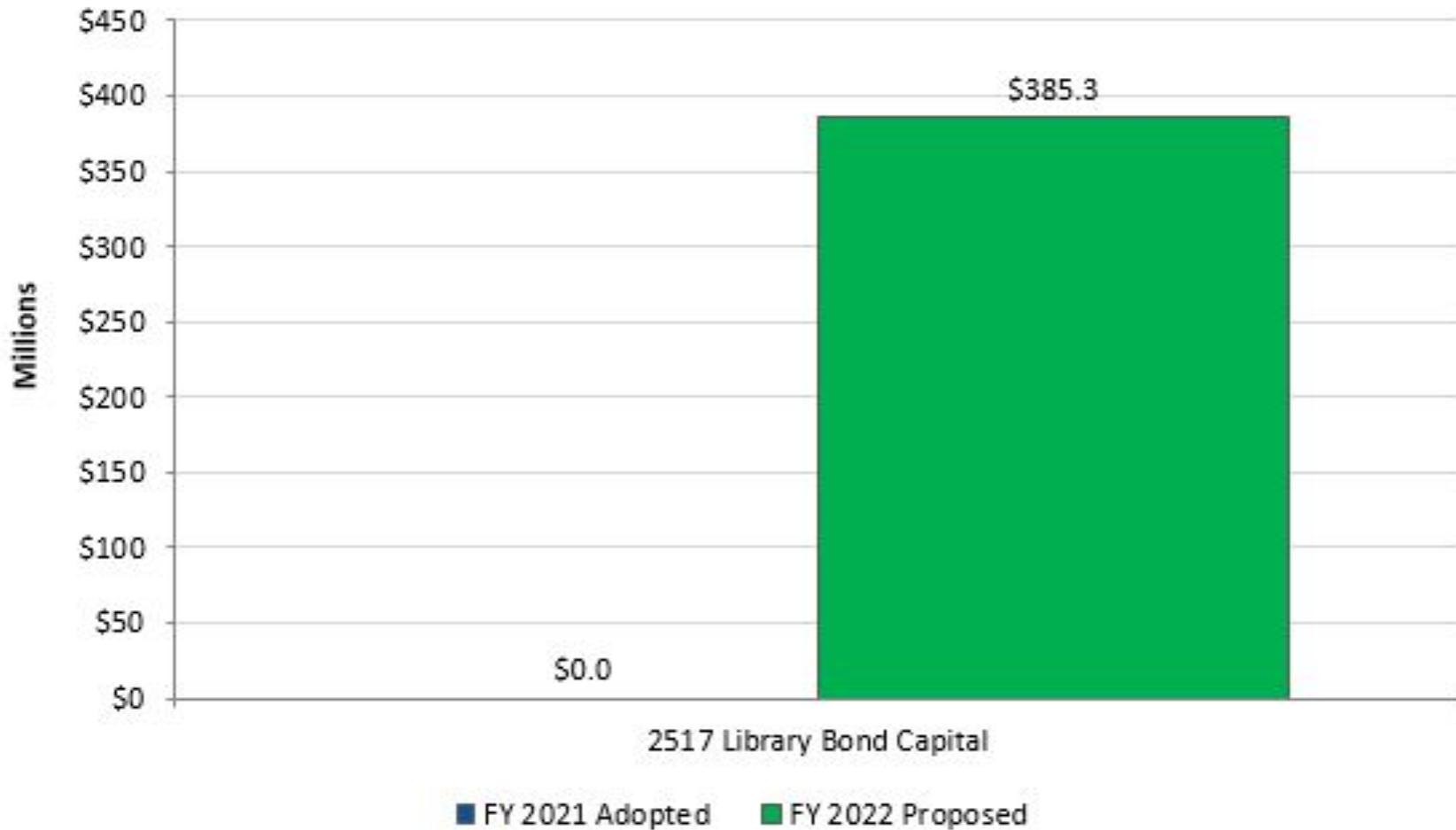
Budget by Fund - \$628.1M (Slide 2 of 3)

(Capital Expenditures \$469.3)



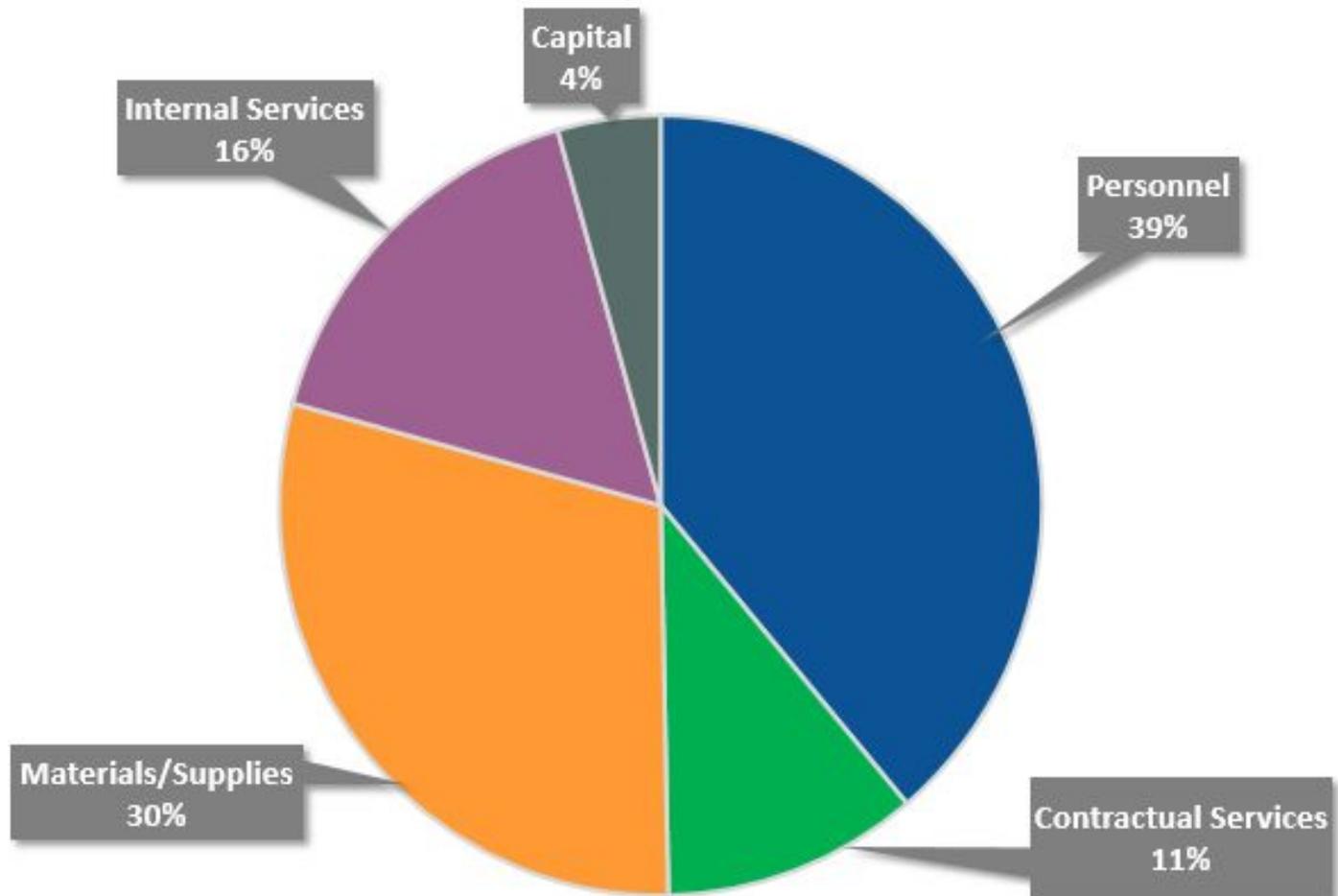
Budget by Fund - \$628.1M (Slide 3 of 3)

(Capital Expenditures \$469.3)



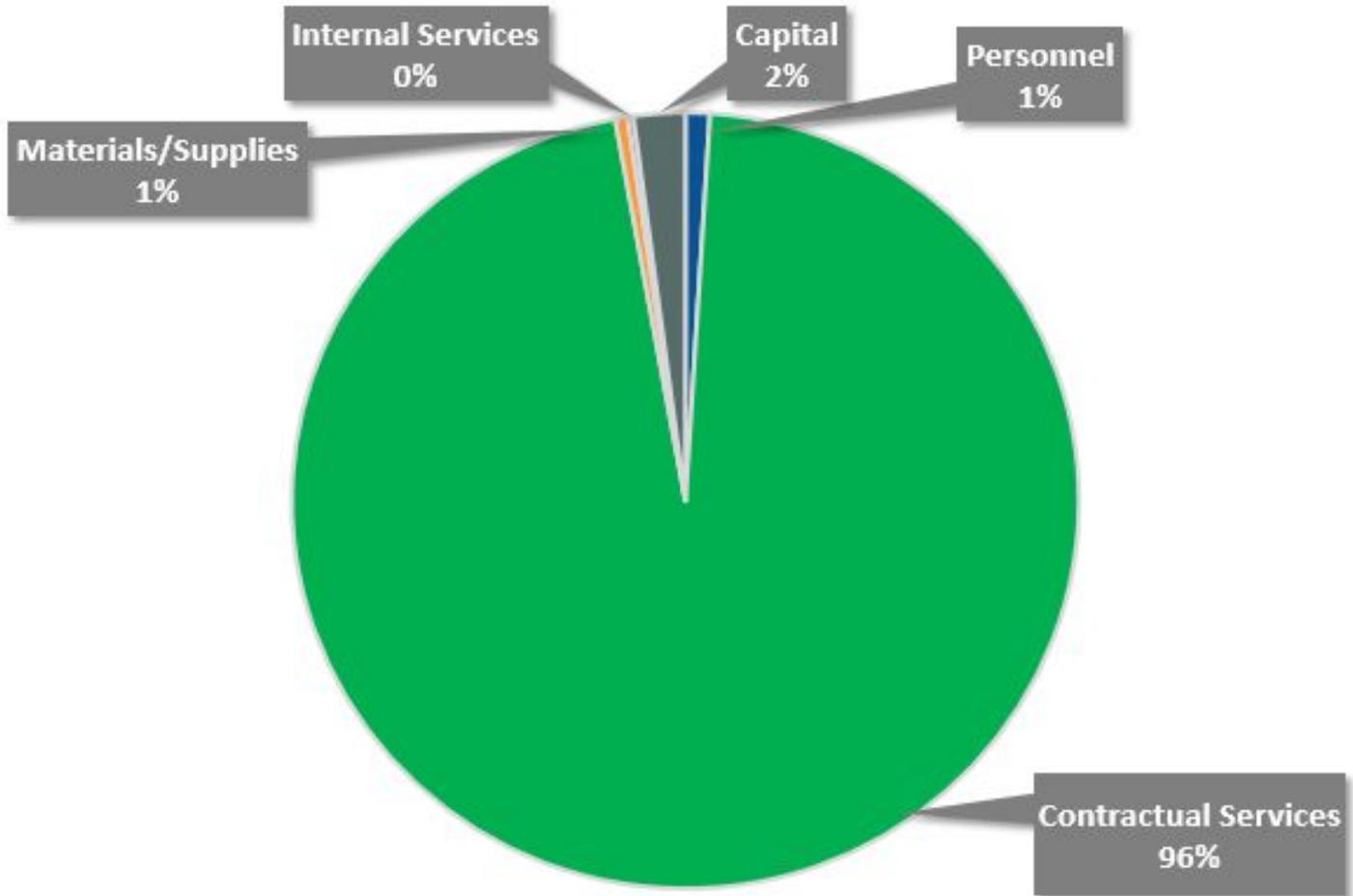
Budget by Category - \$628.1M

Operations Expenditures \$158.8M

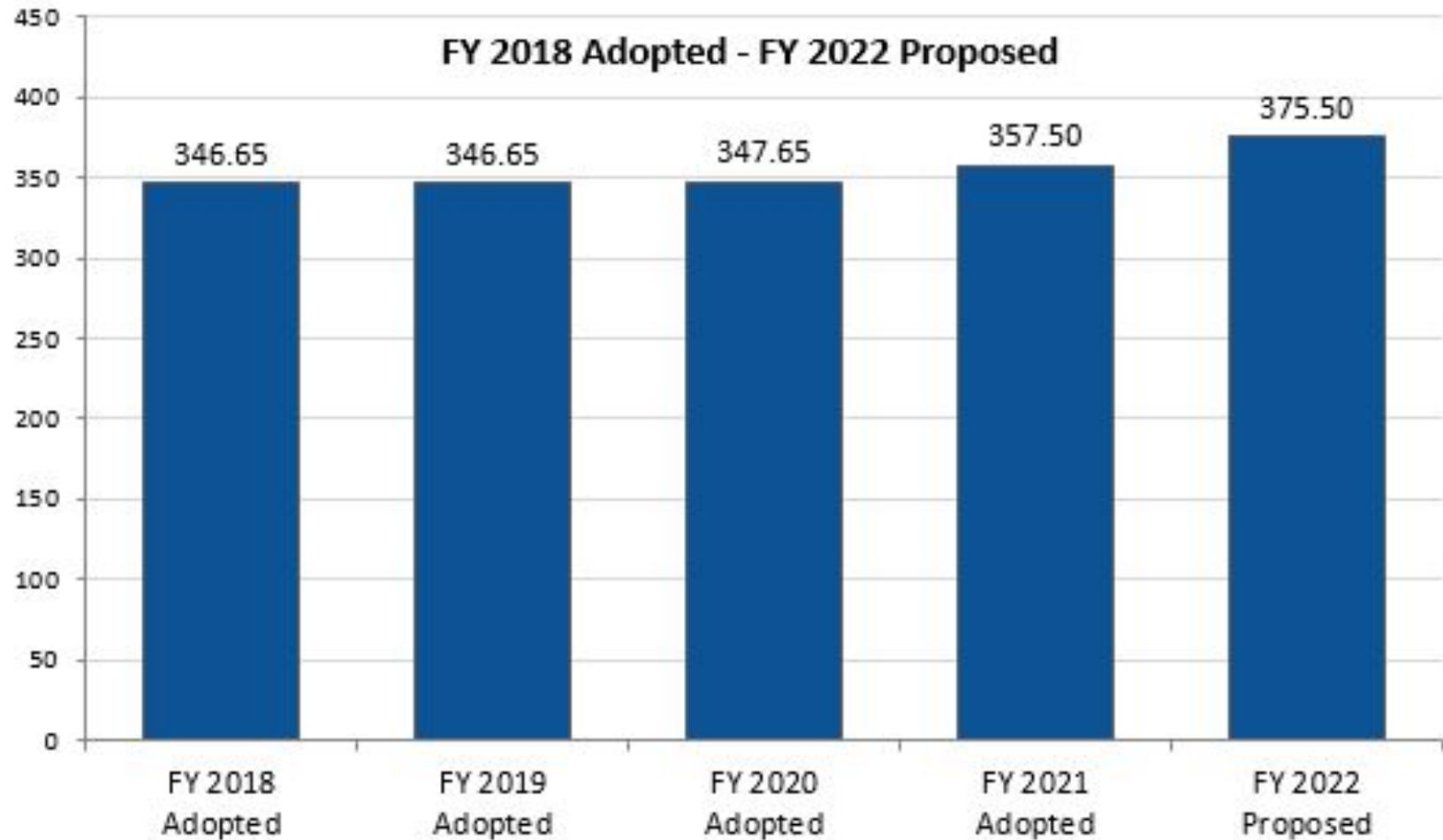


Budget by Category - \$628.1M

Capital Expenditures \$469.3M



FTE – 5 Year Trend





FY 2022 Proposed Budget by Division

Director's Office

Business Services

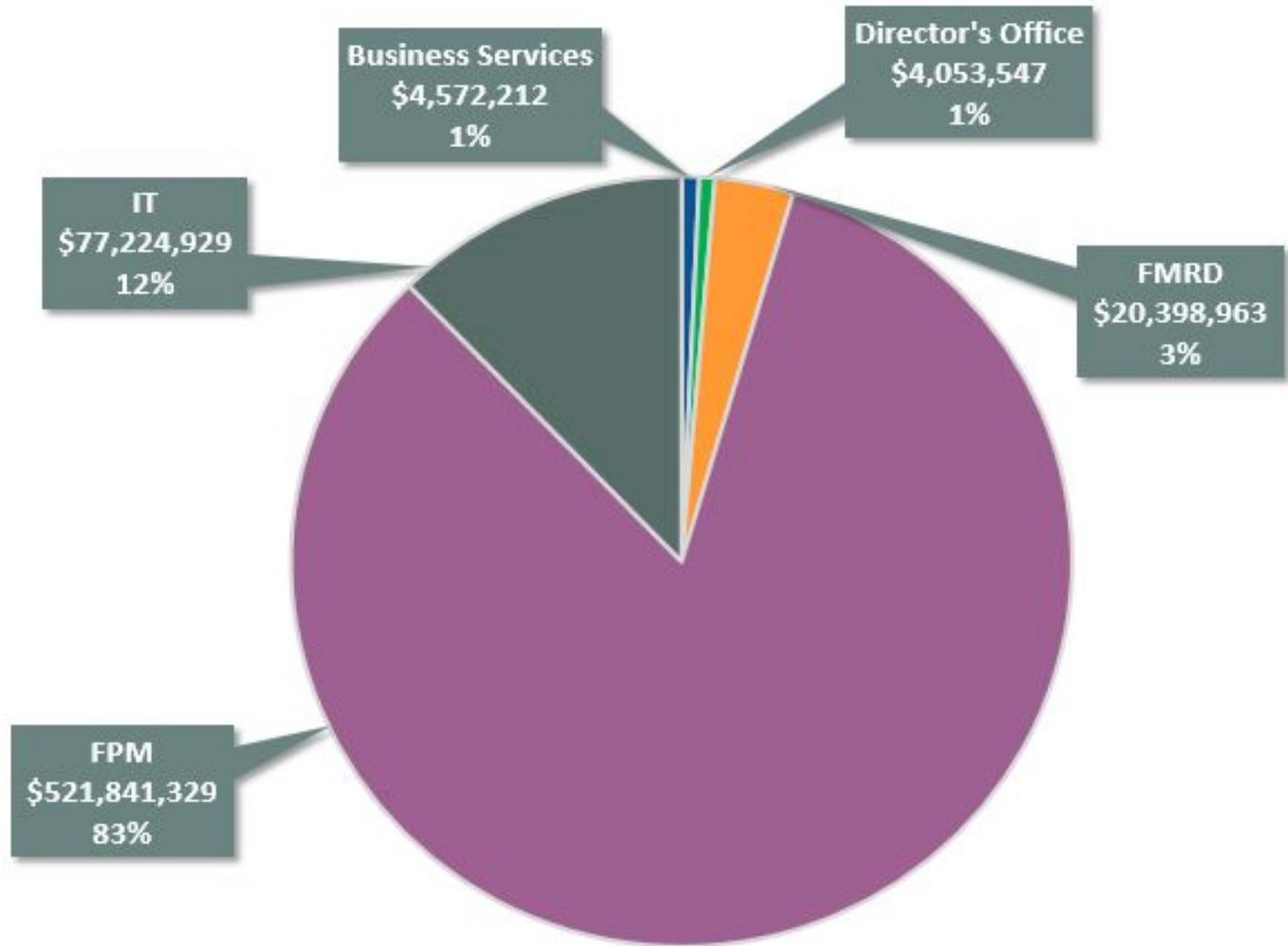
Facilities Management (FPM)

Information Technology (IT)

Fleet, Motor Pool, Distribution and
Records (FMDR)

Capital Program

Budget by Division \$628.1M



Director's Office

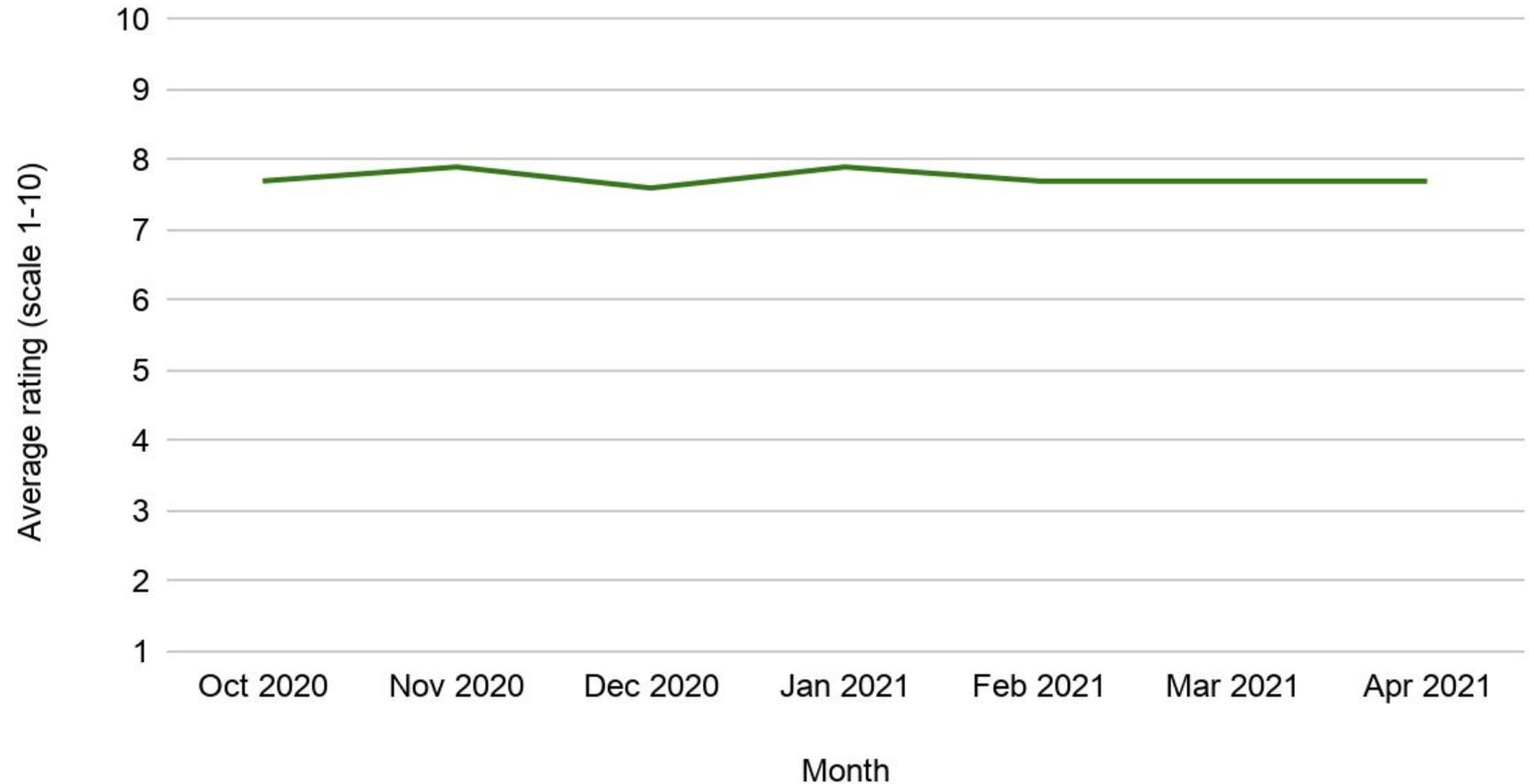


- YoY increase due to reorganization and added program:
 - Program offer 78001 Human Resources \$1.4M, 7.0 FTE
 - Program offer 78002 Budget and Planning \$1.3M, 7.0 FTE
 - Program offer 78000 Director's Office added Physical Security Program \$200K

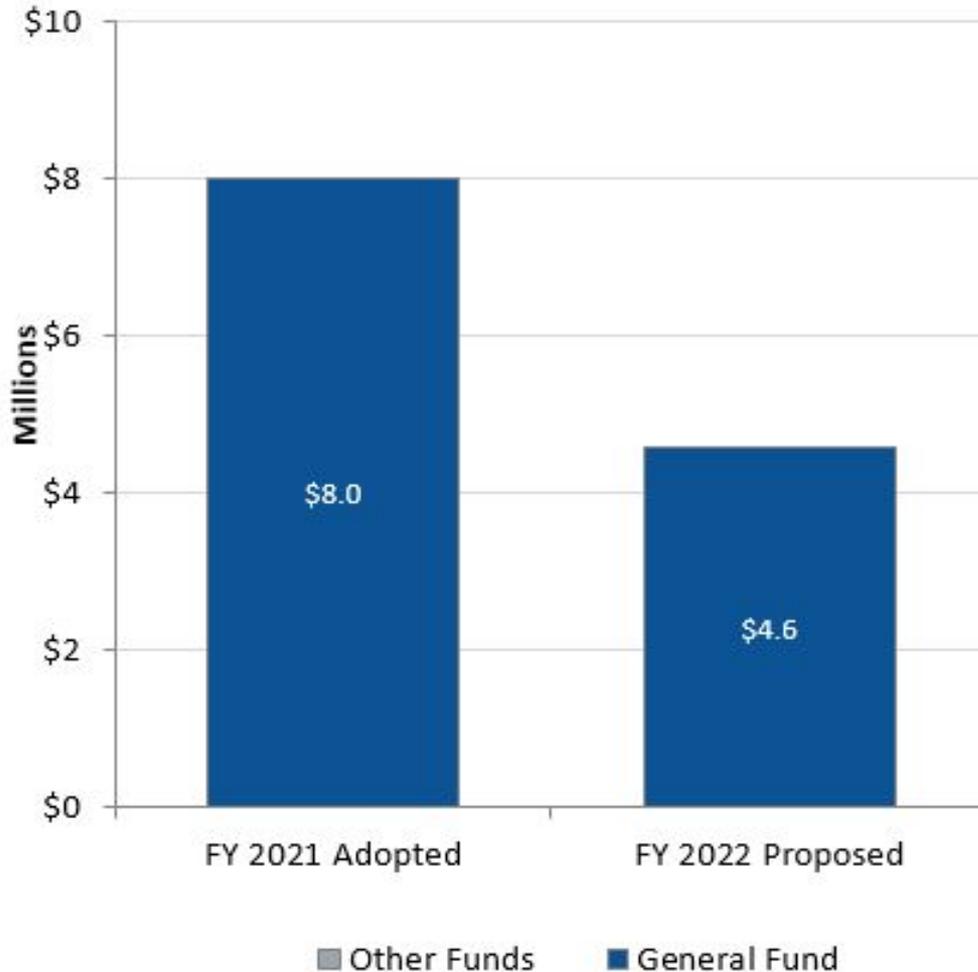


Director's Office: Service Trends

DCA Employee Engagement Survey ratings by month



Business Services

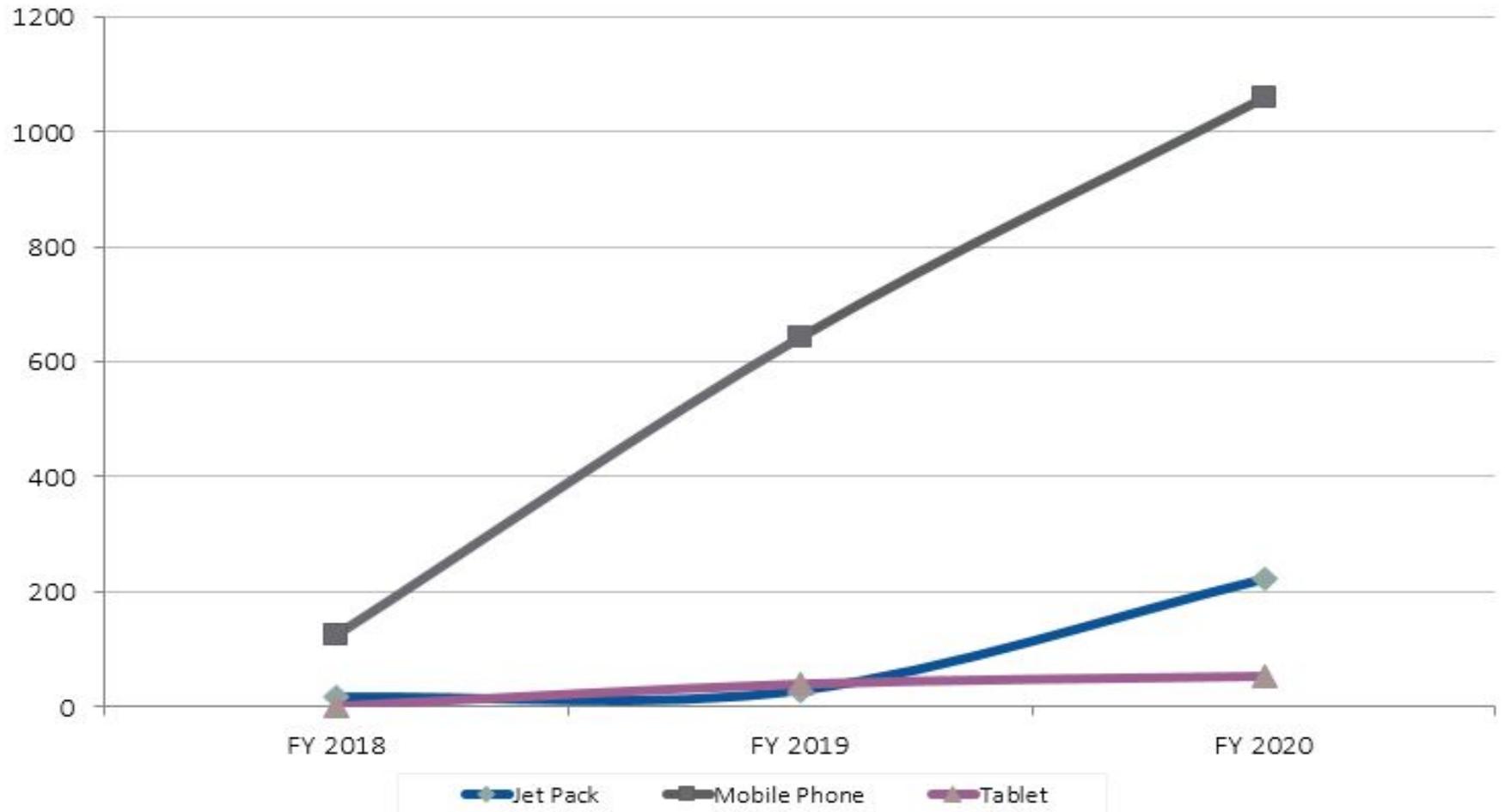


- YoY decrease due to reorganization and reduction of FTE:
 - Program offer 78001 Human Resources \$1.4M, 7.0 FTE move to Director's Office. Transfer \$0.6M, 6.0 FTE to DCM Human Resources
 - Program offer 78002 Budget and Planning \$1.3M, 7.0 FTE move to Director's Office
 - Program offer 78101 BST-Procurement & Contracting reduced \$372K, 2.0 FTE



Business Services: Service Trends

Deployment of Mobile Devices and Hot Spots



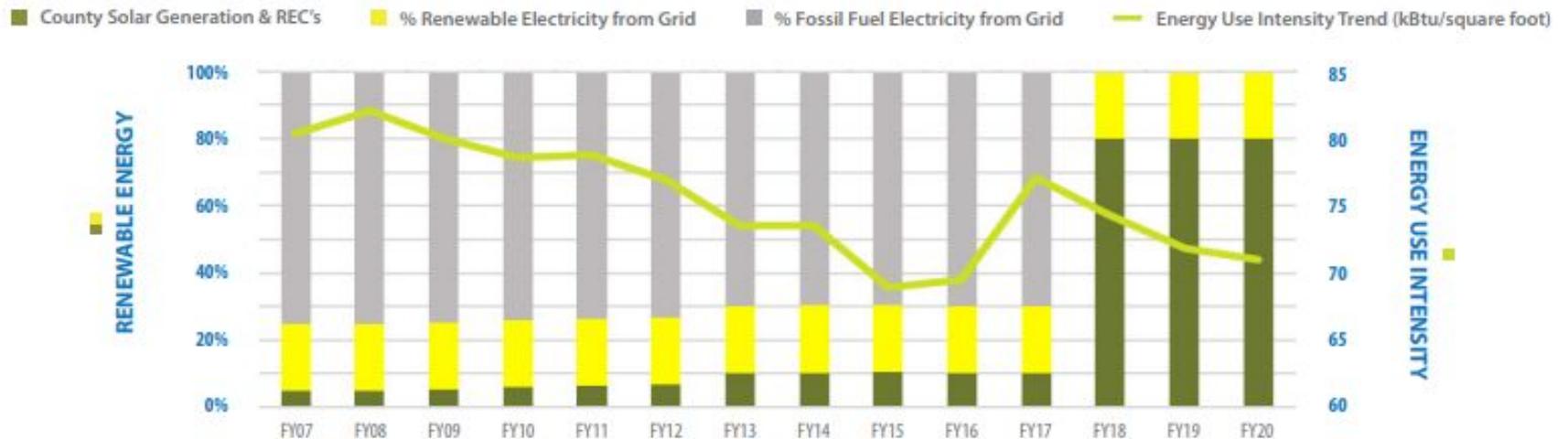
FPM



- Library Capital Bond Project \$385M, 10.0 FTE
- Decrease in non-routine capital projects due to spend down and completion
- Capital programs Includes Board approved 8% increase
- FPM OPS Reduced 1.0 FTE
- Increase enhanced air filters \$100K



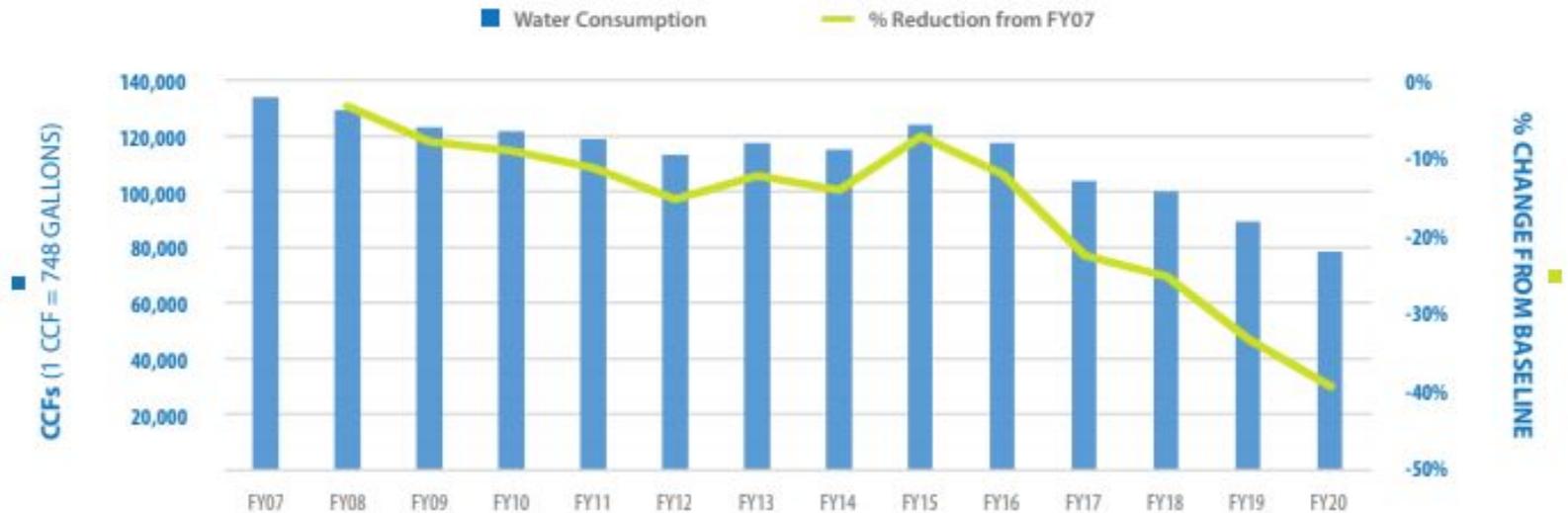
FPM: Service Trends



Since FY 2007 Energy use intensity has reduced by 12% by investments in green buildings, space utilization and energy efficiency



FPM: Service Trends



Since FY 2007, overall Multnomah County water use has decreased by 39%, and water use per sqft at county facilities has decreased by 38%



Information Technology

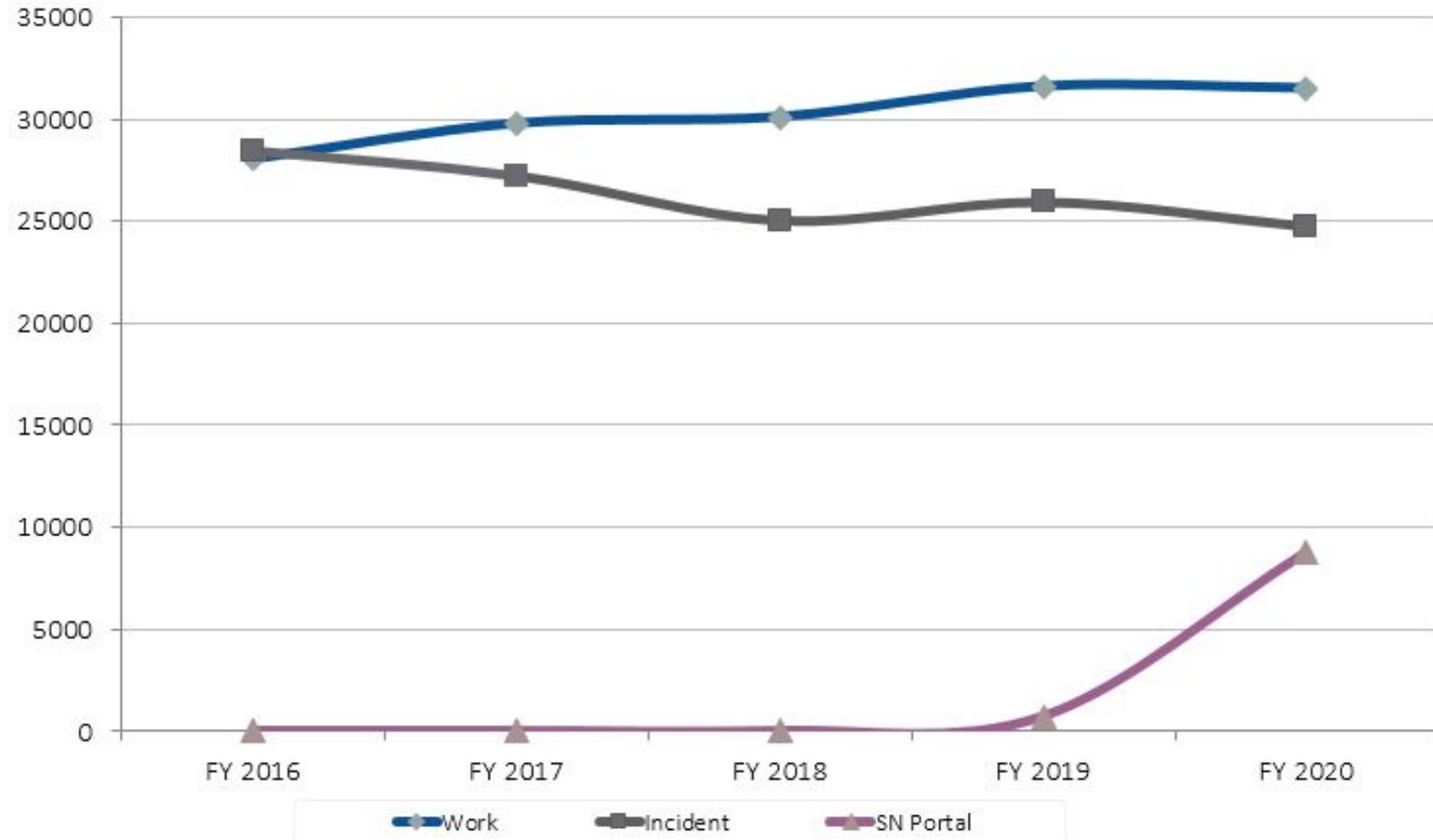


- 11.0 LDA positions converted to regular FTE
- Decrease in non-routine capital projects due to spend down and completion
- 78301B Preschool for all Technology solution \$1.2M
- Added new program offers:
 - 78301C Long term care eligibility tracking system \$395K
 - 78301D SQL server upgrade and migration \$245K
 - 78301E Non-medical transportation and EP&R system replacements \$205K
 - 78316B Digital Access Coordinator \$150K



Information Technology: Service Trends

Help Desk Service Now Tickets



FMDR

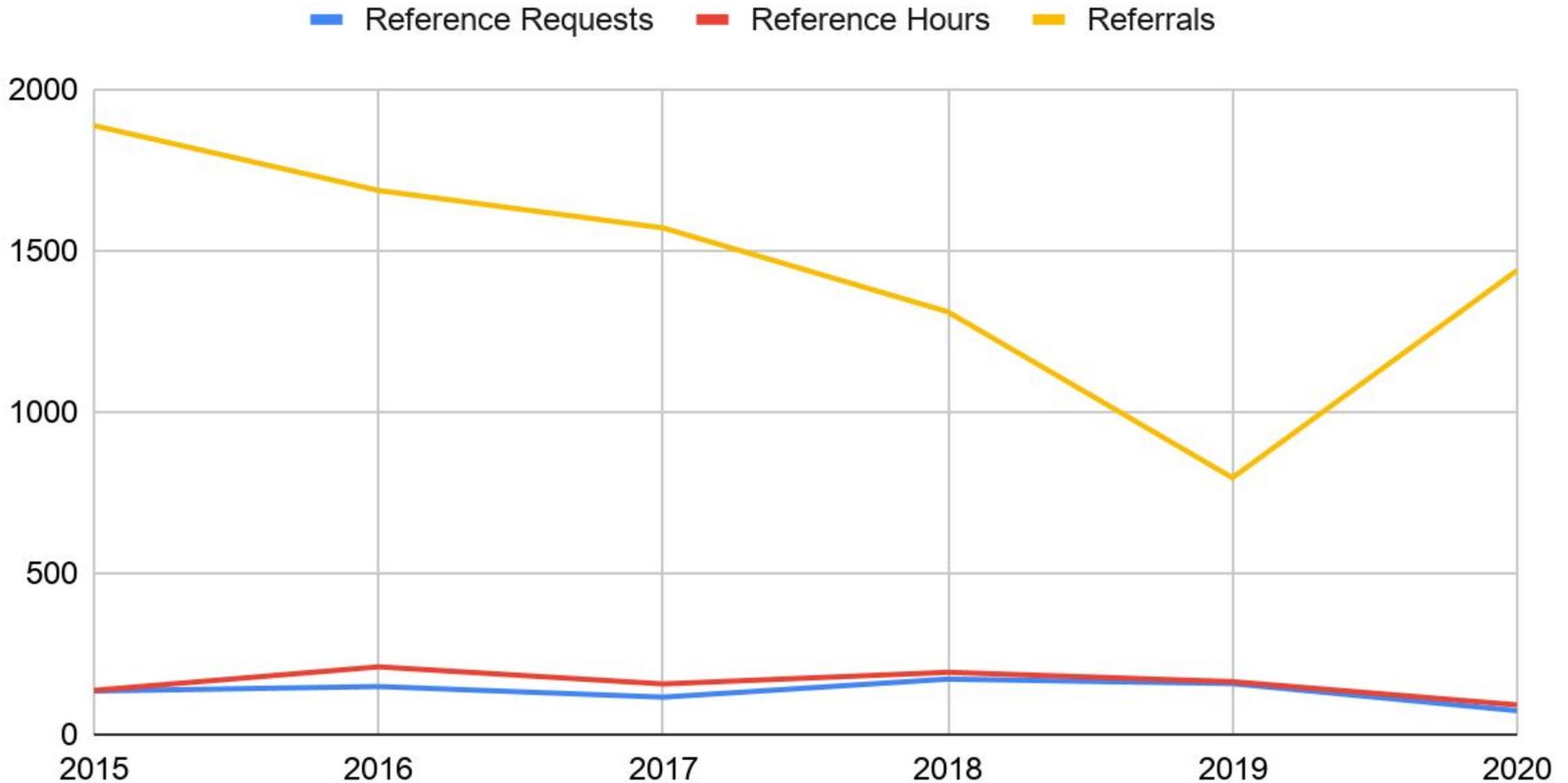


- Fleet Asset Replacement Fund decrease due to current replacement schedule
- Distribution decrease in overall postage usage
- Motor Pool decrease in contracted service due to CarShare closure due to Covid
- Digital Archivist LDA position converted to regular FTE



FMDR: Records Management Service Trends

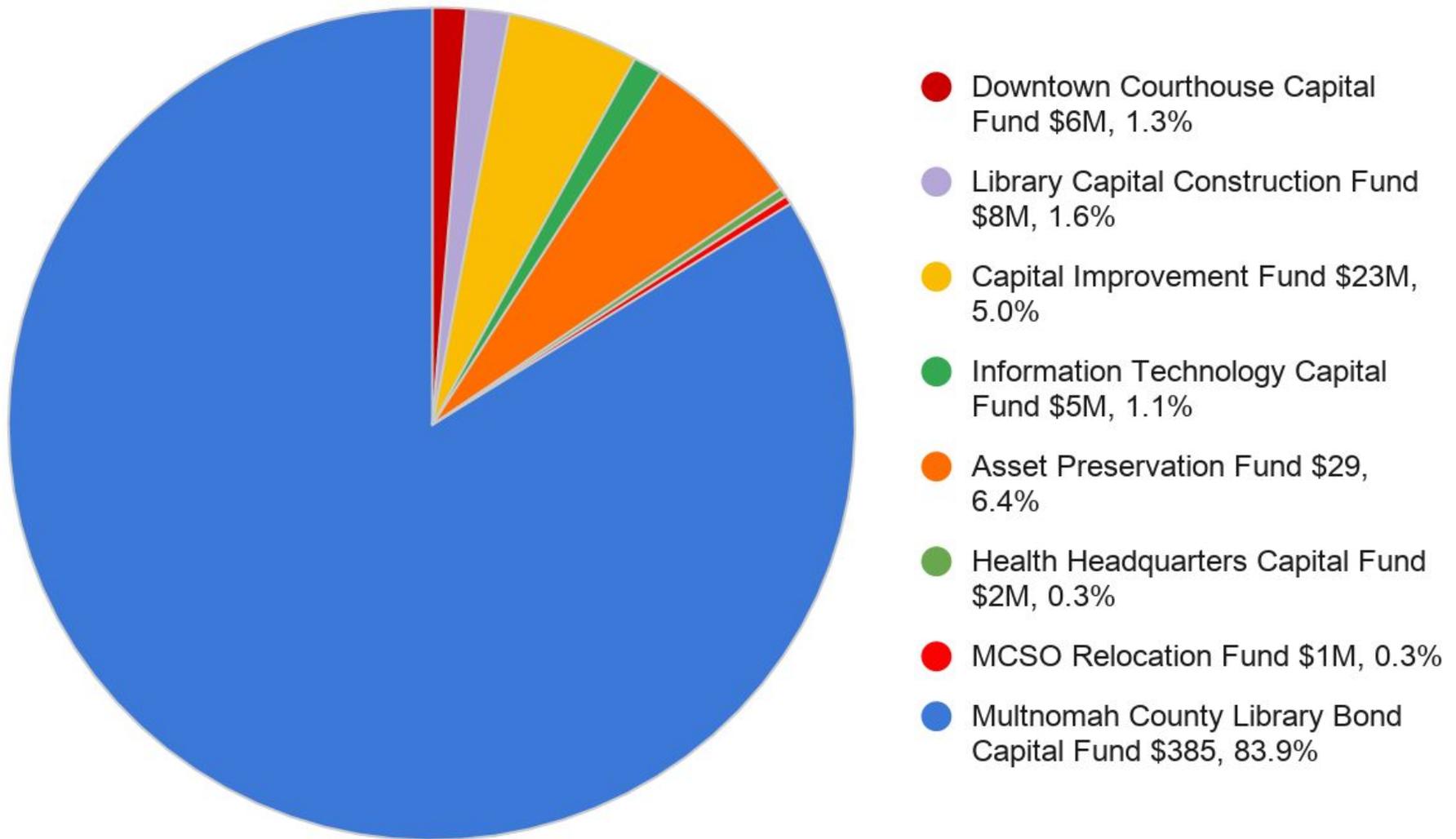
Reference Requests, Reference Hours and Referrals



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FY 2022 Proposed Budget Capital Programs

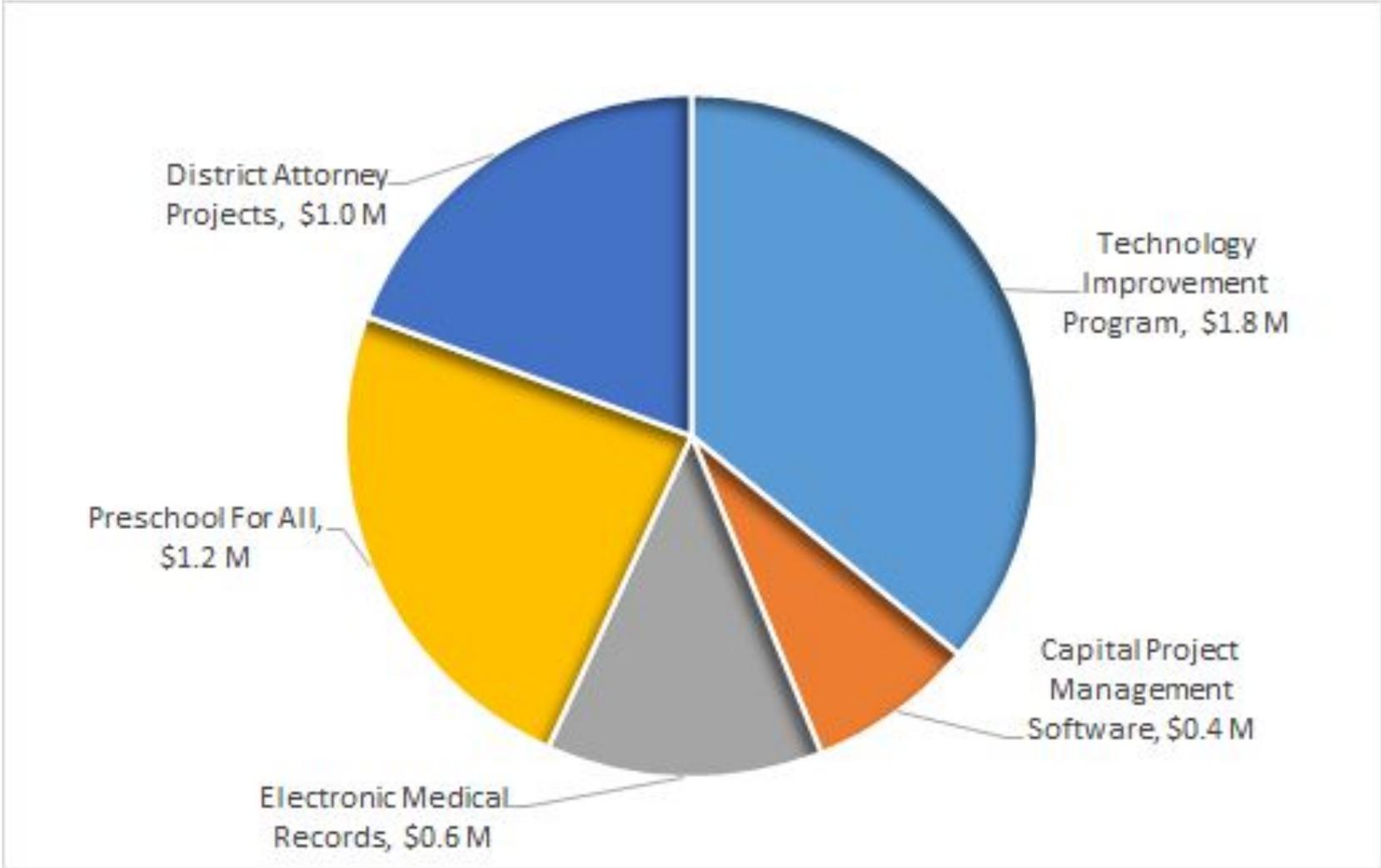
Total Capital Projects by Fund \$459M*



*Excludes Fleet Asset Replacement fund 3502



IT Capital Projects: Fund 2508 \$5M

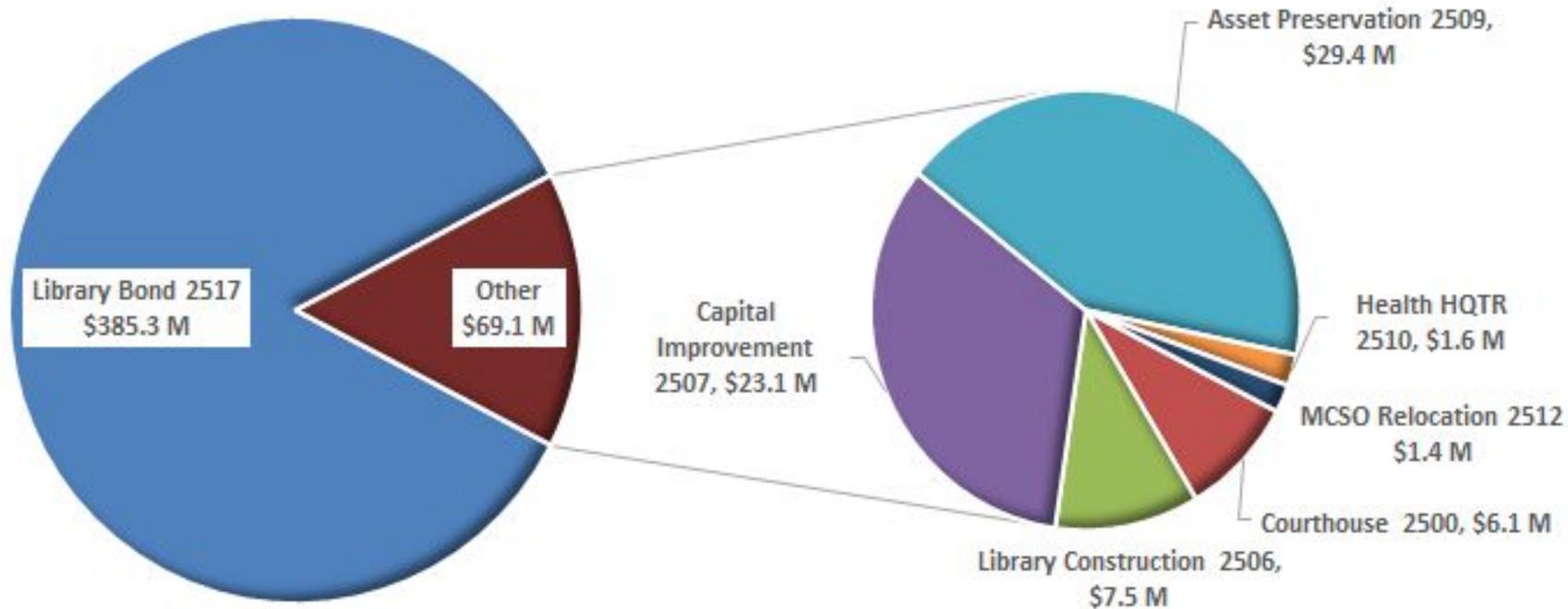


IT Capital Projects: Fund 2508

- **Fund goal**
 - To improve and update countywide technology through innovation
- **Fund Status**
 - FY 2022 Proposed Budget: \$5.0M
 - Beginning Working Capital: \$3.0M
 - New One-Time-Only requests: \$0.8M
 - Preschool For All: \$1.2M
- **Projects**
 - Preschool for all Software solution
 - Technology Improvement Program
 - District Attorney projects Alfresco and Email
- **New One-Time-Only Requests**
 - Non-Medical Transportation and EP&R: \$0.2M
 - SQL Server Upgrade: \$0.2M
 - Long Term Care: \$0.4M



FPM Capital Projects by Fund \$454.4M

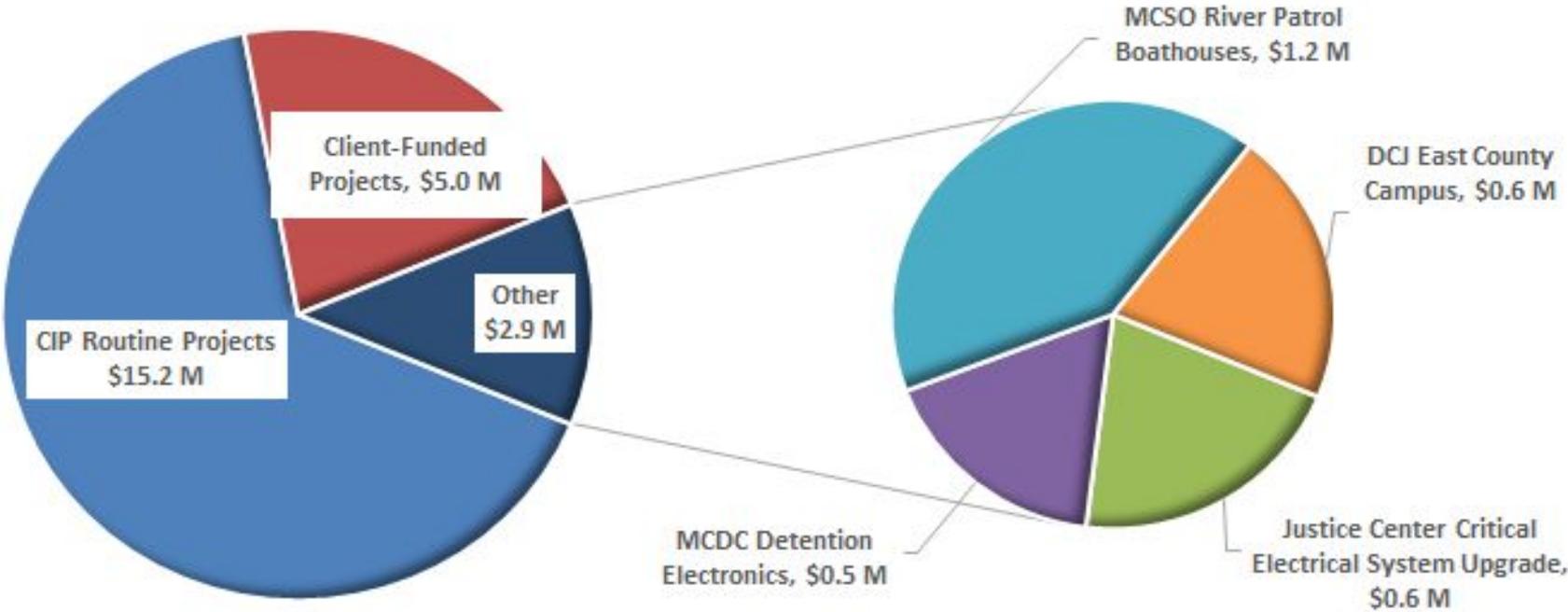


Library Capital Improvement Fund 2506

- **Fund goal**
 - To maintain and improve the owned buildings
- **Fund Status**
 - FY 2022 Proposed Budget: \$7.5M
- **Projects**
 - Capitol Hill Library Replace Roof, Skylights, HVAC & Enclsr \$0.9M
 - Central Library Restore S Balustrade/Sidewalks/Landscaping \$0.5M
 - Central Library Repair E Ext Balustrade/Sidewalks \$0.5M
 - Central Library Restore N Balustrade/Sidewalks/Landscaping \$0.4M
 - Central Library Compete East Terrace \$0.3M



Capital Improvement Fund 2507

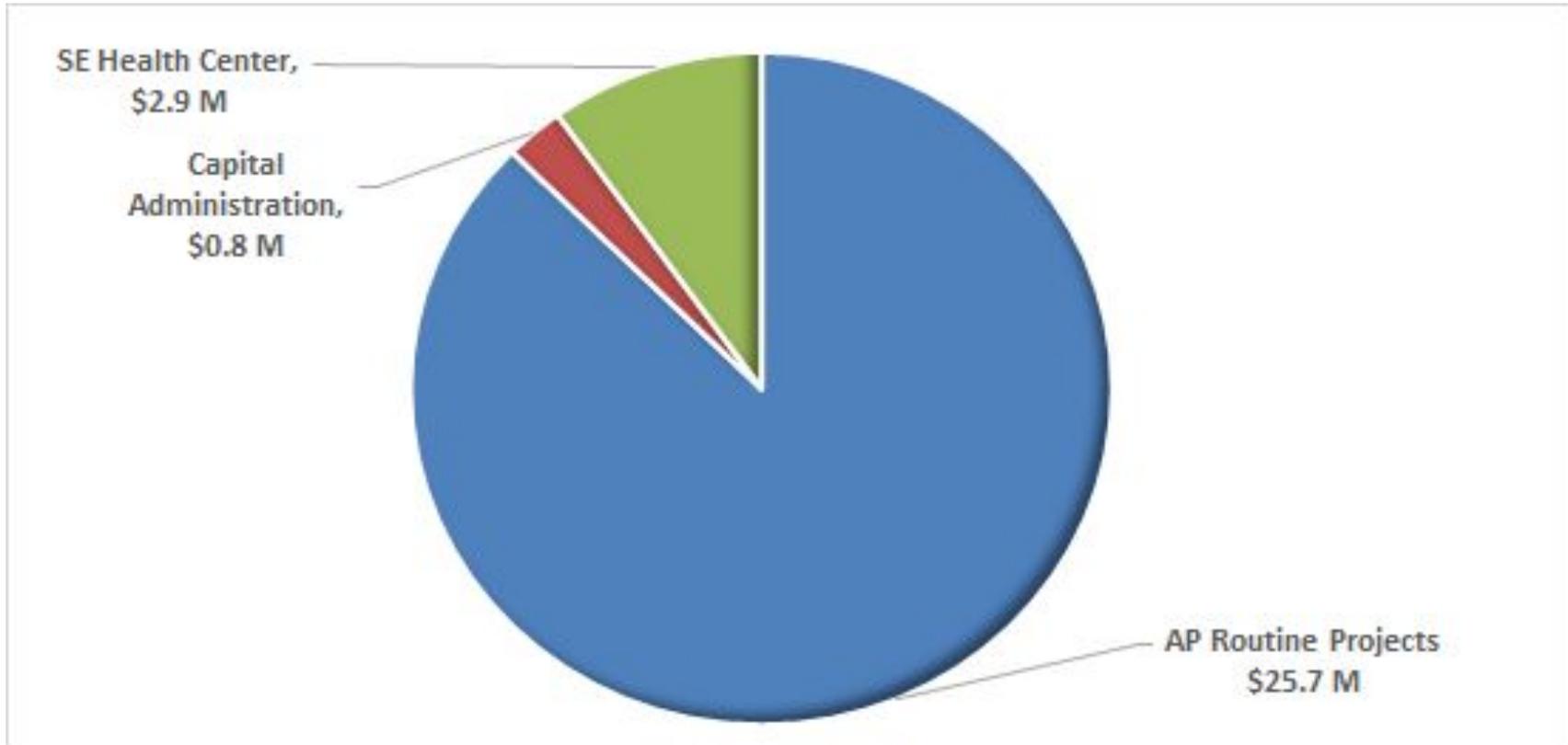


Capital Improvement Fund 2507

- **Fund goal**
 - To maintain and improve the building systems of Tier 2 and Tier 3 buildings
- **Fund Status**
 - FY 2022 Proposed Budget: \$23.1M
 - Multi-year Routine Projects: \$15.2M
 - Client Funded Project: \$5.0M
 - OTO Projects: \$2.9M
- **OTO Projects**
 - MCSO River Patrol Boathouses Capital Improvements \$1.2M
 - DCJ East County Campus \$0.6M
 - Justice Center
 - Critical Electrical System Upgrade \$0.6M
 - MCDC Detention Electronics \$0.5M



Asset Preservation Fund 2509



Asset Preservation Fund 2509

- **Fund goal**
 - To adequately invest in key building systems in Tier 1 buildings
- **Fund Status**
 - FY 2022 Proposed Budget: \$29.4M
 - Multi-year Routine Projects: \$25.7M
 - Capital Administration: \$0.8M
 - OTO Projects: \$2.9M
- **OTO Projects**
 - SE Health Center
 - As mentioned in the Fac-1 last week, the total project is \$3.2M
 - FY 2021 \$300K spend down
 - FY 2022 proposed budget \$2.9M
 - \$500K carry over and \$2.4M cash transfer from Countywide contingency



Library Capital Bond Program Fund 2517

- **Fund goal**

- Manage library capital bond program approved by Multnomah County voters in November 2020

- **Fund Status**

- FY 2022 Proposed Budget: \$385.3M

- **Project Status**

- Operations Center: Site acquisition is in process and design and programming underway
- Chapter 1: Albina, Holgate, Midland, North Portland branches
- Chapter 2: Flagship: Evaluating site options
- Chapter 3: Northwest, St. Johns, Belmont branches



Seismic Liability

| Owned Buildings | FY 2022* \$M |
|--|-----------------|
| Inverness Jail | \$3.0 |
| Justice Center | \$54.2 |
| Juvenile Justice Complex | \$5.6 |
| Mead | \$13.5 |
| Multnomah Building and Garage | \$46.3 |
| Yeon | \$20.2 |
| All other buildings | \$24.9 |
| Total Estimated Seismic Liability | \$167.7 |

*Estimated adjustment for construction inflation only (x1.0269) from FY 2021.
Source: RSMMeans City Cost Index - 2019 for Portland, Oregon



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FY 2022 Proposed Budget Impacts

Federal Impacts

- Federal Impacts
 - Leverage any resources from the State recovery plans
 - Biden Infrastructure Proposal
 - Watching closely anything related to Broadband



COVID-19 Impacts and Response - FY 2021

- Shifting County to teleworking
- Shelter preparation and support
- Vaccine center siting and support
- Return to in-person work support
 - Safe Spaces Team
- Project delays - resource impacts across the County
- Supply Chain delays



COVID-19 Impacts and Response – FY 2022

- Reopening Support
 - Return to in-person work support
 - Short and long term planning for space
 - DCA will provide consulting and assessment tools and resources for other departments
- Long-term telework/Virtual Office planning
- CarShare
 - Remains unoperational through the first 6 months of FY 2022
- HVAC maintenance includes air filters and air scrubber replacements



FY 2022 COVID-19 Rescue Plan Funding

| Prog. Name/# or Short Name (if new) | Brief Description | FY 2022 Amount | FY 2022 FTE |
|---|---|--------------------|-------------|
| 78202 Facilities Operations and Maintenance | Assessment, upgrade and replacement of HVAC systems | \$1,000,000 | 1.0 |
| 78301A Innovation & Investment Projects | Software and equipment bundle to support hybrid work, cubicle/space reservation system, mobile printing, enhanced collaboration tools and virtual workplace technology lead | \$2,073,000 | 1.0 |
| Department DCA Total | | \$3,073,000 | 2.0 |

- Funding is through one-time-only American Rescue Plan dollars
- Two projects funded:
 1. HVAC systems in County-owned buildings will be evaluated to determine whether upgrades or replacement are needed sooner than outlined in the Facilities Capital Plan. This project will fund a portion of the expected work. An addition 1.0 FTE HVAC Engineer will be added to Facilities Property and Management Operations team
 2. Technology to support long-term hybrid work place and 1.0 FTE for a virtual workplace technology lead



Questions

