

**Lead Agency:** County Assets  
**Program Offer Type:** Internal Service  
**Related Programs:**  
**Program Characteristics:**

**Program Contact:** Colleen Bowles

**Executive Summary**

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

**Program Description**

The Facilities & Property Management Division collects payments from departments for the following obligations:

- Series 2004 Advance Refunding (\$54.2 million) - Full Faith & Credit
- Series 2003 Refunding (\$9.6 million) - Full Faith & Credit
- Series 2010A (\$9.8 million) - Full Faith & Credit
- Sellwood Library 2002 (\$1.1 million) - Capital Lease
- Sheriff's Office Warehouse 2010 (\$815,000) - Capital Lease

The outstanding debt issues have funded a number of capital improvements and acquisitions. These include purchase of the Multnomah, McCoy, and Mead buildings, health clinic equipment and improvements, deferred capital maintenance, construction of the East County Courthouse, and various computer applications. All binding obligations were approved by the Board of County Commissioners.

FPM pays building debt service and capital cash transfers which are administratively "passed through" as an expense to County departments. Due to funding requirements by departments for Federal/State/Local grants these expenses are allocated back to the tenants either occupying or leasing the facility. This process equitably distributes costs between County departments and ensures that facilities costs for grant funded projects are appropriately charged to those grants and not subsidized by the County General Fund.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Complete annual allocations to departments	0.0%	0.0%	100.0%	100.0%
Outcome	Complete building occupancy data for accurate allocations	0.0%	0.0%	100.0%	100.0%

**Performance Measure - Description**

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
Program Expenses	2013	2013	2014	2014
Internal Services	\$0	\$5,449,772	\$0	\$5,449,771
Cash Transfer	\$0	\$547,815	\$0	\$604,310
Total GF/non-GF:	<b>\$0</b>	<b>\$5,997,587</b>	<b>\$0</b>	<b>\$6,054,081</b>
Program Total:	<b>\$5,997,587</b>		<b>\$6,054,081</b>	
Program FTE	0.00	0.00	0.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$0	\$5,997,587	\$0	\$6,054,081
Total Revenue:	<b>\$0</b>	<b>\$5,997,587</b>	<b>\$0</b>	<b>\$6,054,081</b>

### Explanation of Revenues

This program receives internal service reimbursements from the County departments that occupy space that has been purchased or improved with County-issued debt.

### Significant Program Changes

Last year this program was: #78002, Facilities Debt Service and Capital Fee Pass-Through