

OFFICE OF ASSET MANAGEMENT

Department Director: Jeremy Waugh

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Department Purpose

The Office of Asset Management (OAM) implements industry best management standards to extend the life and optimize the performance of County-owned physical assets.

Topics for Discussion

The Office of Asset Management successfully completed inaugural countywide Energy Use and State of the Assets reports establishing data baselines and supporting development of initial countywide performance measures to gauge the maturity of enterprise asset management (EAM) efforts in supported departments.

- FY21 Actuals reflect Public Works and Utilities departments only. Additional departments completed Citywork implementation during FY22 and will be included in the FY23 budget.

Budget Summary

The FY23 budget request increased by \$35,860 (4.8%) compared to the FY22 Budget. This increase was primarily due to an increase in personal services (\$30,690, or 4.3%) for inflationary increases in salaries and health insurance, as well as projected Career Path and Ladder increases. Travel and Per Diem budget increased by \$9,800, with more training expected to become in-person with COVID-19 restrictions being lifted. Capital Outlay budget request decreased by \$8,380 per the BTS PC replacement schedule. FY21 Expenditures will be distributed as intergovernmental charges in the FY23 Budget. Revenue (Cost Recovery for these services) is deposited into the General Fund.

| Department/ Agency | Expenditure Account | 2022 | | | 2023 | | |
|-------------------------------|------------------------------|------------------|-------------------------|------------------|------------------|-------------------------|------------------|
| | | General Fund | Non- General Fund | Total | General Fund | Non- General Fund | Total |
| Office of Asset Management | Personal Services | \$706,560 | | \$706,560 | \$737,250 | | \$737,250 |
| | Operating Expenses | \$26,090 | | \$26,090 | \$39,640 | | \$39,640 |
| | Capital Outlay | \$8,380 | | \$8,380 | | | |
| | Expenditure Total | \$741,030 | | \$741,030 | \$776,890 | | \$776,890 |
| | FTE | 6.0 | 0.0 | 6.0 | 6.0 | 0.0 | 6.0 |

Budget Summary by Program and Fund

Management & Budget

Operating and Capital Improvement Program (CIP) budget preparation, and financial and strategic performance management.

OFFICE OF ASSET MANAGEMENT

| Program | Fund | FY20 Actual | FY22 Budget | FY23 Budget |
|-----------------------|---------------------|-------------|-------------|-------------|
| 1761-Asset Management | 0001 - General Fund | \$394,093 | 741,030 | \$776,890 |
| | Total | \$394,093 | \$741,030 | \$776,890 |

FY22 Accomplishments

- Office of Asset Management (OAM) facilitated and completed the implementation of the Cityworks project for Pinellas County.
- Developed and implemented a comprehensive training program that accounts for organizational competency analysis, skills matrices, and business readiness.
- Began Duke Energy Clean Energy Connection Subscription.
- Completed an Annual Countywide Energy Use report and State of the Assets report

Performance Measures

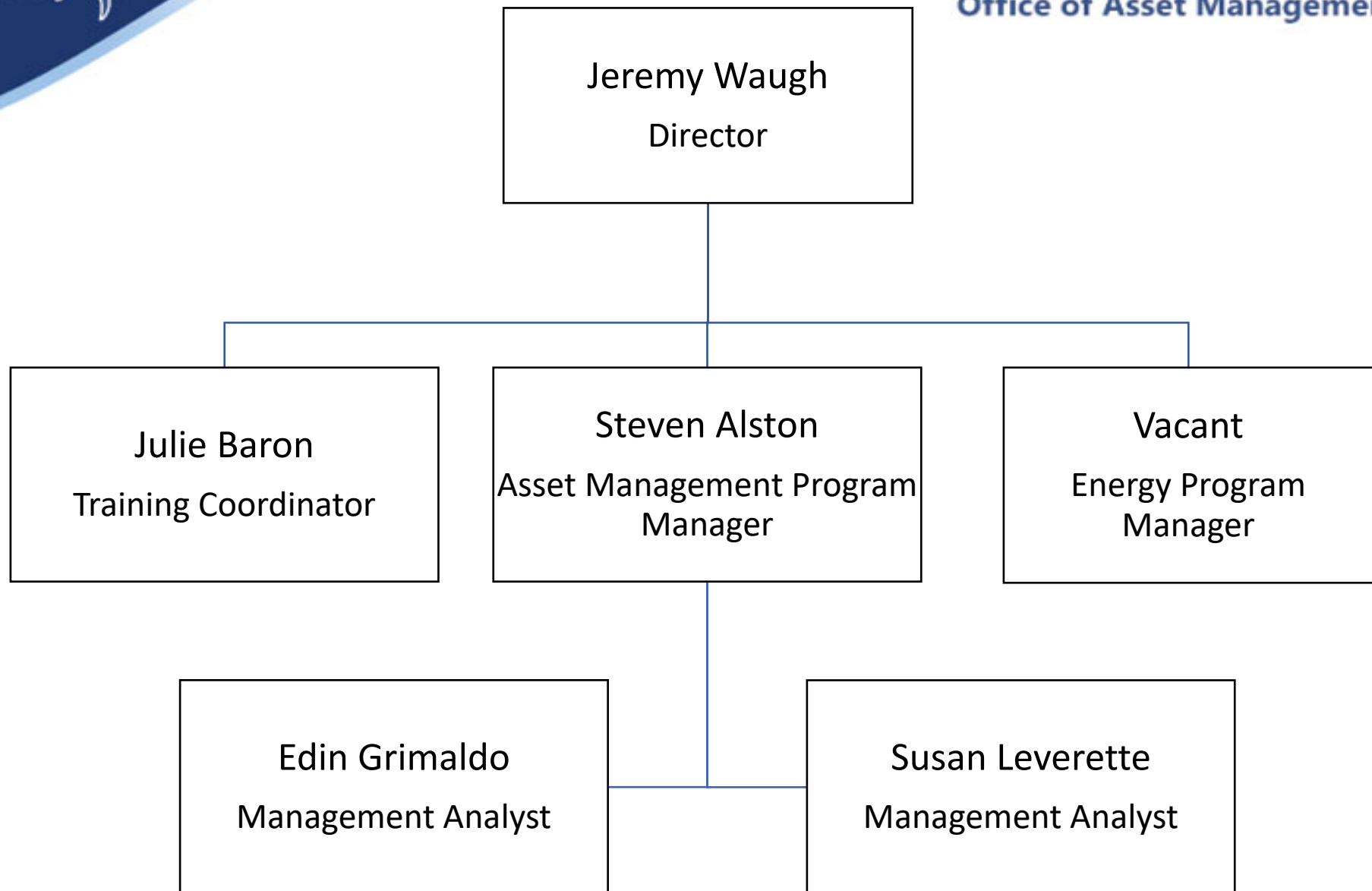
| Performance Measure | Unit of Measure | FY20 Actual | FY21 Actual | FY22 Budget | FY23 Budget |
|--|-----------------|-------------|-------------|-------------|-------------|
| Enterprise Asset Inventory Completeness | Percentage | 43.5% | 44.2% | 49.0% | 54.0% |
| Inventoried County Assets with Assigned Condition Rating | Percentage | 22.9% | 26.6% | 28.0% | 30.0% |

Work Plan

- Perform Asset Management Program ISO55000 Maturity Assessment in FY23
- Deploy Countywide Asset Business Risk Exposure (BRE) Framework in FY23
- Establish Framework for Energy, Water, and Fuel Consumption as Assets in FY23

Attachments:

1. Organizational Chart (page 3)
2. Budget Reports (page 4-5)



Pinellas County
Standard Detail
Department: Office of Asset Management
Version: OMB Review

Expenditures

| Account | FY19 Actual | FY20 Actual | FY21 Actual | FY22 Budget | FY22 Estimate | FY23 Request | Budget to Budget Change | Budget to Budget % Change |
|-------------------------------------|----------------|----------------|----------------|----------------|------------------|-----------------|-------------------------------|---------------------------------|
| 5110001 - Executive Salaries | 167,862 | 285,485 | 412,097 | 454,300 | 433,810 | 474,280 | 19,980 | 4.40% |
| 5120001 - Regular Salaries & Wages | 0 | 29,775 | 41,855 | 48,270 | 31,260 | 49,350 | 1,080 | 2.24% |
| 5130001 - Other Salaries And Wages | 0 | 0 | 2,040 | 0 | 0 | 0 | 0 | 0.00% |
| 5140001 - Overtime Pay | 0 | 0 | 2,006 | 0 | 0 | 0 | 0 | 0.00% |
| 5210001 - FICA Taxes | 11,875 | 22,347 | 32,428 | 38,450 | 35,470 | 40,060 | 1,610 | 4.19% |
| 5220001 - Retirement Contributions | 13,984 | 28,415 | 46,447 | 53,970 | 50,550 | 58,330 | 4,360 | 8.08% |
| 5230001 - Hlth,Life,Dntl,Std,Ltd | 33,418 | 70,489 | 110,676 | 111,570 | 100,970 | 115,230 | 3,660 | 3.28% |
| 5299991 - Reg Salary&Wgs-Contra-Prj | 0 | (18,701) | (10,744) | 0 | 0 | 0 | 0 | 0.00% |
| 5299992 - Benefits-Contra-Projects | 0 | (8,120) | (4,395) | 0 | 0 | 0 | 0 | 0.00% |
| 5349000 - Contract Services-Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5400001 - Travel and Per Diem | 0 | 247 | 0 | 6,900 | 6,300 | 16,700 | 9,800 | 142.03% |
| 5400100 - Transportation Exp | 1,727 | 83 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5400105 - Mileage-Local | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5400200 - Meals/Per Diem | 221 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5400300 - Hotels/Motels/Lodging | 699 | 1,059 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5400900 - Travel-Other | 20 | 60 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5410001 - Communication Services | 1,300 | 1,197 | 1,205 | 1,140 | 1,140 | 1,140 | 0 | 0.00% |
| 5440001 - Rentals and Leases | 0 | 1,455 | 242 | 0 | 0 | 0 | 0 | 0.00% |
| 5460001 - Repair&Maintenance Svcs | 0 | 225 | 65 | 0 | 120 | 120 | 120 | 100.00% |

Expenditures

| Account | FY19 Actual | FY20 Actual | FY21 Actual | FY22 Budget | FY22 Estimate | FY23 Request | Budget to Budget Change | Budget to Budget % Change |
|---------------------------------------|----------------|----------------|----------------|----------------|------------------|-----------------|-------------------------------|---------------------------------|
| 5470001 - Printing and Binding Exp | 724 | 582 | 2,803 | 500 | 500 | 500 | 0 | 0.00% |
| 5490001 - Othr Current Chgs&Obligat | 0 | 1,235 | 736 | 1,100 | 750 | 1,100 | 0 | 0.00% |
| 5490060 - Incentives & Awards | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5496551 - Intgv Sv-Risk Financing | 0 | 0 | 3,680 | 4,260 | 4,260 | 5,050 | 790 | 18.54% |
| 5510001 - Office Supplies Exp | 18,254 | 189 | 111 | 800 | 800 | 500 | (300) | -37.50% |
| 5520001 - Operating Supplies Exp | 313 | 1,356 | 383 | 0 | 0 | 0 | 0 | 0.00% |
| 5520009 - Oper. Supplies-Computer | 0 | 0 | 290 | 380 | 660 | 940 | 560 | 147.37% |
| 5520098 - PC Purchases under \$5,000 | 0 | 0 | 0 | 0 | 7,180 | 0 | 0 | 0.00% |
| 5520099 - PC Purchases under \$1000 | 4,489 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5540001 - Bks, Pub, Subscrp&Membrshps | 0 | 2,138 | 598 | 2,610 | 2,030 | 2,190 | (420) | -16.09% |
| 5550001 - Training&Education Costs | 91,916 | 13,900 | 21,695 | 8,400 | 20,810 | 11,400 | 3,000 | 35.71% |
| 5640001 - Machinery And Equipment | 41,266 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5640099 - PC Purchases over \$1000 | 9,212 | 0 | 0 | 8,380 | 0 | 0 | (8,380) | -100.00% |
| Expenditures Total | 397,280 | 433,425 | 664,217 | 741,030 | 696,610 | 776,890 | 35,860 | 4.84% |
| | (397,280) | (433,425) | (664,217) | (741,030) | (696,610) | (776,890) | (35,860) | -4.84% |