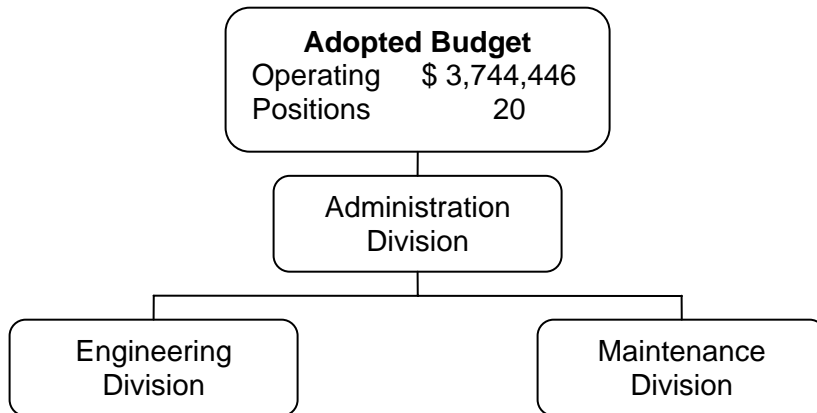
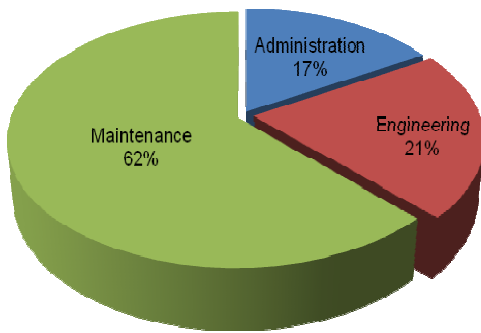


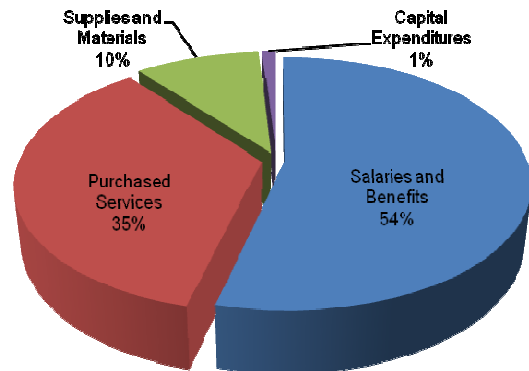
# PUBLIC WORKS



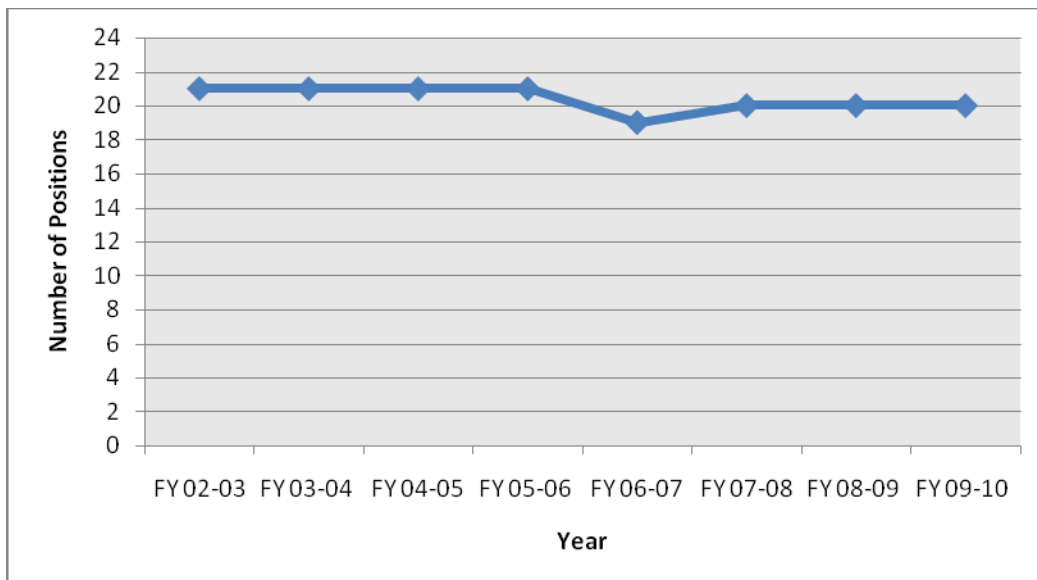
## EXPENDITURES BY DIVISION



## CHARACTER OF EXPENDITURES



## AUTHORIZED STRENGTH



# PUBLIC WORKS

## Department Summary

### SOURCES

|                       | FY 2006-07<br>ACTUAL | FY 2007-08<br>ACTUAL | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2008-09<br>AMENDED<br>BUDGET | FY 2009-10<br>ADOPTED<br>BUDGET |
|-----------------------|----------------------|----------------------|---------------------------------|---------------------------------|---------------------------------|
| Charges for Services  | 192,838              | 123,985              | 480,300                         | 93,300                          | 71,500                          |
| Enterprise Funds      | 311,895              | 437,474              | 221,959                         | 319,177                         | 274,726                         |
| Grants                | 401,017              | 452,674              | 0                               | 378,078                         | 150,563                         |
| Redevelopment Funds   | 0                    | 113,524              | 160,374                         | 176,080                         | 172,145                         |
| Special Revenue Funds | 825,382              | 1,229,829            | 1,492,334                       | 1,504,199                       | 1,614,612                       |
| *Overhead Allocation  | 4,781                | 12,677               | 0                               | 0                               | 0                               |
| <b>TOTAL</b>          | <b>1,735,913</b>     | <b>2,370,163</b>     | <b>2,354,967</b>                | <b>2,470,834</b>                | <b>2,283,546</b>                |

### EXPENDITURES BY DIVISION

|                | FY 2006-07<br>ACTUAL | FY 2007-08<br>ACTUAL | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2008-09<br>AMENDED<br>BUDGET | FY 2009-10<br>ADOPTED<br>BUDGET |
|----------------|----------------------|----------------------|---------------------------------|---------------------------------|---------------------------------|
| Administration | 423,584              | 689,704              | 461,460                         | 864,535                         | 614,454                         |
| Engineering    | 930,997              | 660,010              | 821,352                         | 620,933                         | 805,231                         |
| Maintenance    | 1,276,388            | 1,758,706            | 2,098,526                       | 2,220,657                       | 2,324,761                       |
| <b>TOTAL</b>   | <b>2,630,969</b>     | <b>3,108,420</b>     | <b>3,381,338</b>                | <b>3,706,125</b>                | <b>3,744,446</b>                |

### CHARACTER OF EXPENDITURES

|  | FY 2006-07<br>ACTUAL | FY 2007-08<br>ACTUAL | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2008-09<br>AMENDED<br>BUDGET | FY 2009-10<br>ADOPTED<br>BUDGET |
|--|----------------------|----------------------|---------------------------------|---------------------------------|---------------------------------|
|  |                      |                      |                                 |                                 |                                 |

### PERSONNEL

|                       |                  |                  |                  |                  |                  |
|-----------------------|------------------|------------------|------------------|------------------|------------------|
| Salaries and Benefits | 1,243,774        | 1,576,739        | 2,029,763        | 1,870,948        | 2,052,071        |
| <b>Subtotal</b>       | <b>1,243,774</b> | <b>1,576,739</b> | <b>2,029,763</b> | <b>1,870,948</b> | <b>2,052,071</b> |

### SUPPLIES AND SERVICES

|                        |                  |                  |                  |                  |                  |
|------------------------|------------------|------------------|------------------|------------------|------------------|
| Purchased Services     | 1,109,642        | 1,133,860        | 793,275          | 1,311,197        | 1,296,475        |
| Supplies and Materials | 177,580          | 394,016          | 289,300          | 305,050          | 359,400          |
| Capital Expenditures   | 99,973           | 3,805            | 269,000          | 218,930          | 36,500           |
| Other Expenditures     | 0                | 0                | 0                | 0                | 0                |
| <b>Subtotal</b>        | <b>1,387,195</b> | <b>1,531,681</b> | <b>1,351,575</b> | <b>1,835,177</b> | <b>1,692,375</b> |

**TOTAL**      2,630,969      3,108,420      3,381,338      3,706,125      3,744,446

**NET GENERAL FUND CONTRIBUTION**      **895,056**      **738,257**      **1,026,371**      **1,235,291**      **1,460,900**

### \*OVERHEAD ALLOCATION

|                                  | FY 2006-07<br>ACTUAL | FY 2007-08<br>ACTUAL | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2008-09<br>AMENDED<br>BUDGET | FY 2009-10<br>ADOPTED<br>BUDGET |
|----------------------------------|----------------------|----------------------|---------------------------------|---------------------------------|---------------------------------|
| Gas Tax Funds                    | 0                    | (7,725)              | 0                               | 0                               | 0                               |
| RDA Funds                        | 0                    | (35,896)             | 0                               | 0                               | 0                               |
| Public Improvement Fund          | 0                    | 4,880                | 0                               | 0                               | 0                               |
| Grants                           | 4,781                | 51,418               | 0                               | 0                               | 0                               |
| <b>TOTAL OVERHEAD ALLOCATION</b> | <b>4,781</b>         | <b>12,677</b>        | <b>0</b>                        | <b>0</b>                        | <b>0</b>                        |

# PUBLIC WORKS

## Department Summary cont.

### AUTHORIZED STRENGTH

|                         | FY 2006-07<br>ACTUAL<br>BUDGET | FY 2007-08<br>ACTUAL<br>BUDGET | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2009-10<br>ADOPTED<br>BUDGET |
|-------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <b>Position Summary</b> |                                |                                |                                 |                                 |                                 |
| Administration          | 2                              | 2                              | 2                               | 2                               | 2                               |
| Engineering             | 5                              | 6                              | 6                               | 6                               | 6                               |
| Maintenance             | 12                             | 12                             | 12                              | 12                              | 12                              |
| <b>TOTAL</b>            | <b>19</b>                      | <b>20</b>                      | <b>20</b>                       | <b>20</b>                       | <b>20</b>                       |

|                               | FY 2006-07<br>ACTUAL<br>BUDGET | FY 2007-08<br>ACTUAL<br>BUDGET | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2008-09<br>ADOPTED<br>BUDGET | FY 2009-10<br>ADOPTED<br>BUDGET |
|-------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <b>Position Detail</b>        |                                |                                |                                 |                                 |                                 |
| Assistant Engineer            | 1                              | 1                              | 1                               | 1                               | 1                               |
| City Engineer                 | 1                              | 1                              | 1                               | 1                               | 1                               |
| Engineering Technician        | 1                              | 1                              | 1                               | 1                               | 1                               |
| Executive Assitant            | 1                              | 1                              | 1                               | 1                               | 1                               |
| Maintenance Division Manager  | 1                              | 1                              | 1                               | 1                               | 1                               |
| Maintenance Worker I          | 2                              | 2                              | 2                               | 5                               | 5                               |
| Maintenance Worker II         | 6                              | 6                              | 6                               | 3                               | 3                               |
| Maintenance Worker III        | 2                              | 2                              | 2                               | 2                               | 2                               |
| Office Assistant              | 1                              | 1                              | 1                               | 1                               | 1                               |
| <sup>1</sup> Project Engineer | 0                              | 1                              | 1                               | 1                               | 1                               |
| Public Works Director         | 1                              | 1                              | 1                               | 1                               | 1                               |
| Public Works Inspector        | 1                              | 1                              | 1                               | 1                               | 1                               |
| Secretary I                   | 1                              | 1                              | 1                               | 1                               | 1                               |
| <b>TOTAL</b>                  | <b>19</b>                      | <b>20</b>                      | <b>20</b>                       | <b>20</b>                       | <b>20</b>                       |

**Notes:**

<sup>1</sup> A provisional appointment to manage the City's high visibility construction projects. The position is scheduled to end June 30, 2010.

# **PUBLIC WORKS**

## **Department Summary**

### **MISSION STATEMENT**

Plan, construct and maintain public infrastructure, facilities, transportation and traffic services; provide for the well-being of the public by regulating land related construction improvements; preserve the City's environmental assets; and, assist in the planning of the City's orderly growth and development.

### **BUDGET ORGANIZATION AND THE STRATEGIC PRIORITIES**

The Public Works Department consists of three divisions: Administration, Engineering, and Maintenance; and has an authorized staffing level of 20 positions.

The emphasis of the Fiscal Year 2009-2010 budget will be to continue the overhaul of the department in terms of its staffing needs and service deliverables; as well as a focus on efficiency, effectiveness, and quality. Our basic services include: performing various city engineering functions, including surveying, mapping, and drafting; maintenance functions include: traffic signalization management and street signage, park and City facility maintenance, street maintenance and repair, and storm drain management. Our expanded services include maintaining a street lighting district, the Senior Center, Joel Davis Park, O'Connor Street Pump Station, a Storm Drainage District, Shuttle Services, and planting approximately 1,000 new street trees.

Other areas of responsibility include assisting other City departments with the development and planning of the Ravenswood Business District, Cooley Landing, as well as overall infrastructure assessment and rehabilitation, including water distribution.

Within each of the basic services provided, the Public Works Department will undertake projects that specifically address the goals and objectives of the City:

- Develop and implement standard operational procedures and policies;
- Meet or exceed all regulatory requirements at each city owned facility;
- Improve and/or maintain customer satisfaction;
- Provide a safe environment for the public and employees;
- Protect public by providing a safe and durable road network;
- Provide for a smooth flow of traffic throughout the City;
- Oversee major roadway repaving and construction projects;
- Update the 5-year Capital Improvement Plan (CIP).

# **PUBLIC WORKS**

## **Department Summary cont.**

### **SIGNIFICANT CHANGES**

#### **FY 2008-2009 Adopted to FY 2008-2009 Amended:**

The Fiscal Year 2008-2009 Amended Budget Net General Fund Contribution of \$1,235,291 is an increase of \$208,920 from the Fiscal Year 2008-2009 Adopted Budget of \$1,026,371. This 20.4% increase in General Fund Contribution is reflected in the loss of \$387,000 in revenue from Charges for Services for encroachment, grading plan check & inspection, and other engineering charges. This loss was slightly offset by the expected receipt of \$11,865 additional special revenue funds. The increase is also partially offset by savings from the City Engineer position and one Maintenance worker position during the fiscal year.

#### **FY 2008-2009 Amended to FY 2009-2010 Adopted:**

The Fiscal Year 2009-2010 Adopted Budget Net General Fund Contribution of \$1,460,900 is an increase of \$225,609 from the Fiscal Year 2008-2009 Amended Budget Net General Fund Contribution of \$1,235,291. This 15.4% increase is primarily reflective of the fully funded position for the City Engineer in the adopted budget and the increased cost in facility maintenance. The Fiscal Year 2009-2010 adopted budget also reflects the implementation of a 3 day mandatory furlough program for non-sworn employees to occur in the fourth quarter of the fiscal year if necessary and approved.

# PUBLIC WORKS

(Existing Organization)

**PUBLIC WORKS DIRECTOR**  
Anthony Docto

Executive Assistant

**MAINTENANCE**

**ENGINEERING**

Maintenance  
Division  
Manager

City Engineer

Secretary I

Maintenance  
Worker III (2)

Project  
Engineer

Office  
Assistant

Maintenance  
Worker I (5)

Maintenance  
Worker II (3)

Engineering  
Technician

Assistant  
Engineer

Public Works  
Inspector

Total Positions: 20

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