

Public Works Fund





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JOSEPHINE COUNTY
Public Works Fund Description
2011-12

The Public Works Fund was formed effective July 1, 2007. It includes several programs that had previously been in the Property Services Fund, which has been discontinued. The Roads and Bridges program, operated by the Public Works Division, is by far the largest component.

The North Valley Industrial Park and the Solid Waste Disposal Site programs were placed in Fund 202, Public Works Special Programs in order to provide greater transparency of revenues and expenditures for those programs.

The major source of revenue for the Public Works Fund is motor vehicle fuel taxes apportioned from the State. In addition, cash carried over from the prior year (Beginning Fund Balance) is a major resource for this fund.

Expenditures in the fund are primarily the expenses of operating the Roads and Bridges program. The Public Works Fund has also budgeted interfund transfers to the Property Reserve and Equipment Reserve Funds. The planned use of these funds is described in the Capital Projects section of this book. The Contingency budget amount is intended as a carryover to the following fiscal year.

The adopted budget is in balance, which means that the budgeted requirements (expenditures and ending fund balance) are equal to the resources (beginning fund balance and revenues) that are estimated to be available during the budget year.

In the pages that follow, a summary of the Public Works Fund (Resources and Requirements) is presented first, followed by sections for each of the programs. The money available for them and for the interfund transfers is equal to total resources of the fund, less the requirement for Internal Service Fund charges.

For each program, there is a Program Worksheet (Schedule B). Schedule B provides information about the purpose of the program, how much revenue it is expected to generate during the budget year, and a breakdown of its expenditure budget by the categories specified in Oregon Local budget Law.

Schedules C, D, and E provide details of resources, personal services and other expenditures, respectively.

RESOURCES AND REQUIREMENTS
PUBLIC WORKS FUND (201)

Josephine County

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2011-12		
Actual	Adopted Budget This Year 2010-11	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2008-09	First Preceding Year 2009-10					
			RESOURCES			
			Beginning Fund Balance:			
			Roads & Bridges	\$ 6,200,000	4,378,000	4,378,000
7,926,150	8,123,334	\$	North Valley Industrial Park (NVIP)	-	-	-
227,862	180,928		Solid Waste (SW)	-	-	-
(7,771)	10,076		Revenues generated by programs:			
			Roads and Bridges:			
			Gas Tax distributions from the State	5,220,000	5,916,000	5,916,000
4,603,831	4,028,869		Federal and State Grants	1,920,500	2,119,000	2,119,000
2,248,369	1,581,557		Charges for Services	16,000	16,000	16,000
121,942	19,816		Charges to other County departments/funds	-	-	-
99,733	15,220		Rental Income	58,000	58,000	58,000
67,403	58,000		Other Income	27,000	27,000	27,000
63,802	40,046		North Valley Industrial Park (NVIP)	-	-	-
3,915	-		Solid Waste (SW)	-	-	-
7,065	-		Interest Income	40,000	40,000	40,000
190,010	102,441	105,000	Interfund Transfers:			
			100 - General Fund for: Solid Waste	-	-	-
110,000	-	-	202 - Public Works Special Programs Fund	19,000	19,000	19,000
-	20,166	21,000	245 - County Transit Fund	2,800	2,800	2,800
-	1,636	2,000	303 - County Bridge Construction Fund	-	-	-
-	-	15,000	402 - County Buildings and Fleet Fund - Fleet	70,000	70,000	70,000
-	73,088	69,000				
			TOTAL RESOURCES	\$ 12,645,800	\$ 12,645,800	\$ 12,645,800
\$ 15,662,311	\$ 14,255,177	\$ 13,652,500				

RESOURCES AND REQUIREMENTS
PUBLIC WORKS FUND (201)

Josephine County

Historical Data			Adopted Budget This Year 2010-11	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2011-12		
Second Preceding Year 2008-09	First Preceding Year 2009-10	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body	
				REQUIREMENTS			
				Operating Expenditures:			
				Roads and Bridges:			
\$ 3,584,054	\$ 3,854,416	\$ 4,183,700		Personal Services	\$ 4,419,000	\$ 4,419,000	\$ 4,419,000
2,417,413	2,383,984	2,166,800		Materials and Services	2,023,900	2,023,900	2,023,900
53,988	-	-		North Valley Industrial Park(NVIP)	-	-	-
92,118	-	-		Solid Waste (SW)	-	-	-
				Interfund Transfers:			
				202 - Public Works Special Programs - transfer			
	191,004	-		beginning fund balances of NVIP and SW	-	-	-
560,400	557,400	539,800		401 - Internal Services Fund (ISF) (401)	596,000	596,000	596,000
640,000	852,087	1,900,000		425 - Roads and Bridges Reserve Fund	1,522,700	1,522,700	1,522,700
-	353,000	570,000		435 - Equipment Reserve Fund	371,700	371,700	371,700
		4,292,200		Contingency	3,712,500	3,712,500	3,712,500
7,347,973	8,191,891	\$ 13,652,500		TOTAL REQUIREMENTS	\$ 12,645,800	\$ 12,645,800	\$ 12,645,800
8,314,338	6,063,286			Ending Fund Balance			
\$ 15,662,311	\$ 14,255,177			TOTAL ACTUAL			

JOSEPHINE COUNTY
Schedule B - Program Worksheet
Adopted Budget
2011-12

Fund: Public Works Operating (201)
Office/Division: Public Works
Program: Roads & Bridges
Cost Center #: 343400

		Budget Amounts	
		FTE	Dollars
<u>Resources:</u>			
Beginning Fund Balance			\$ 4,378,000
Program Revenues (Schedule C)			8,176,000
Interfund Transfers (In) (Schedule C)			91,800
Total Resources - To Schedule A			\$ 12,645,800
<u>Requirements:</u>			
Expenditures:			
Personal Services (Schedule D)	63.30		\$ 4,419,000
Materials and Services (Schedule E)			2,023,900
Interfund Transfers (Out) (Schedule E)			2,490,400
Capital Outlays directly from program (Schedule F)			-
Contingency			3,712,500
Ending Fund Balance			-
Total Requirements - To Schedule A		63.30	\$ 12,645,800

Purpose of Program:

Public Works makes living and traveling in Josephine County safe, convenient, and enjoyable. The revenue received from; state motor vehicle fuel tax, and a portion of the timber receipts from U.S. Forest Service lands are designated by law to be used by the county for road purposes.

JOSEPHINE COUNTY
Schedule C - Resources
Adopted Budget
2011-12

Fund: Public Works Operating (201)
Office/Division: Public Works
Program: Roads & Bridges
Cost Center #: 343400

<u>Revenues:</u>	<u>Revenue Source Code</u>	<u>Budget Amount</u>
30000 Property Taxes		\$ -
30100 Prior Year Taxes		-
30900 Other Taxes	19100	5,916,000
31100 Licenses, Permits and Fees		-
32100 Federal Grants	10650	1,059,000
32100 Federal Grants	23100	560,000
32200 State Grants	11600	500,000
32300 Local Grants		-
32500 Private Grants		
33100 Charges for Services	11757	2,000
33100 Charges for Services	11759	14,000
33200 Sales of Materials		
33300 Rental Charges	11921	38,000
33300 Rental Charges	11920	20,000
34200 Fines and Forfeitures		
35300 Interfund Payments		
37100 Interest Earned	10900	40,000
37200 Donations		
37850 Equity Transfer In		
37900 Miscellaneous	49000	27,000
Total Revenues - To Schedule B		<u><u>\$ 8,176,000</u></u>

Transfers from Other Funds (List sources):

35200 PW Special Programs (202-343381 NVIP)	51500	\$ 7,000
35200 PW Special Programs (202-342510 SW)	11780	12,000
35200 County Fleet (402-343350)	11775	70,000
35200 Transit (245)	51245	2,800
Total Interfund Transfers (In) - To Schedule B		<u><u>\$ 91,800</u></u>

JOSEPHINE COUNTY
Schedule E - Other Requirements
Adopted Budget
2011-12

Fund: Public Works Operating (201)
Office/Division: Public Works
Program: Roads & Bridges
Cost Center #: 343400

	Budget Amount
<u>Materials and Services:</u>	
<u>Supplies:</u>	
43100 Office Supplies	\$ 7,300
43300 Operating Supplies	1,289,700
43328 Uniforms and Protective Gear	15,000
43770 Equipment (<\$5,000)	7,400
44910 Printing and Duplication	1,000
44929 Postage and Shipping	2,000
43340 Food and Related Supplies (CJ and Sheriff only)	
43920 Ammunition (Sheriff only)	
43740 Aviation Fuel (Airport only)	
<u>Fees and Services:</u>	
44001 Contracted Services	141,900
44040 Advertising	1,200
44100 Professional Services	23,800
44922 Dues and Subscriptions	5,400
44990 Insurance	41,600
44463 Witness Fees (DA only)	
<u>Training and Travel:</u>	
44410 Travel	20,800
44451 Education and Training	19,700
<u>Facilities and Utilities:</u>	
44600 Utilities	33,600
44661 Communications	6,000
44710 Rental - Land and Buildings	
44720 Rental - Vehicles and Equipment	
44810 Building Operation, Repairs and Maint (BOM)	220,600
44840 Equipment Operation, Repairs and Maint (Fleet)	94,700
<u>Intergovernmental Payments</u>	
45500 Intergovernmental Payments	92,200
<u>Miscellaneous</u>	
43010 Disability Awards/Settlements (Self Insurance Fund only)	-
44200 Medical Services (Self Insurance Fund only)	
44992 Self Insurance Claims (Self Insurance Fund only)	
44995 Miscellaneous	
Total Materials and Services - To Schedule B	\$ 2,023,900
 <u>Transfers to Other Funds (List recipients):</u>	
45210 ISF Charges (401)	\$ 596,000
45210 Equipment Reserve (435)	371,700
45210 Property Reserve (425)	1,522,700
45210	
Total Interfund Transfers (Out) - To Schedule B	\$ 2,490,400

Josephine County
Schedule D - Personal Services
Public Works
Adopted Budget
2011-12

							Fund Allocation		
Cost Center	FTE	Job Title	Grade & Step	Annual Salary	Total Taxes & Benefits	Total Salary & Benefits	PW Fund 201	Fleet Fund 402	Gen Fund 100 - Assr
343400	1	Road Worker II	O2004	34,948	23,903	58,851	58,851		
343400	1	Mechanic	O3104	35,797	22,291	58,088	58,088		
343400	1	Road Worker II	O2003	34,070	23,577	57,647	57,647		
343400	1	Road Worker IV	O4012	50,436	29,644	80,080	80,080		
343400	1	Eng Prog Super	N1807	64,865	30,625	95,491	95,491		
343400	1	Public Works Director	N2408	89,099	37,951	127,050	127,050		
343400	1	Road Worker IV	O4012	50,436	29,644	80,080	80,080		
343400	1	Road Worker I	O1003	30,838	22,379	53,217	53,217		
343400	1	Road Worker III	O3007	41,559	26,353	67,912	67,912		
343400	1	Road Worker I	O1004	31,603	22,663	54,266	54,266		
343400	1	Road Worker III	O3009	43,761	27,170	70,930	70,930		
343400	1	Vegetation Coord	O5012	53,642	30,833	84,474	84,474		
343400	1	Pw Inspector	A1612	51,403	26,487	77,889	77,889		
343400	1	Road Surface Coord	O5012	53,642	30,833	84,474	84,474		
343400	1	County Engineer	N2112	82,885	36,073	118,958	118,958		
343400	1	Road Worker IV	O4012	50,436	29,644	80,080	80,080		
343400	1	Road Worker III	O3012	46,142	28,052	74,194	74,194		
343400	1	Mechanic	O3112	42,900	24,542	67,442	67,442		
343400	1	Road Worker I	O1002	30,072	22,095	52,168	52,168		
343400	1	Road Worker I	O1001	29,346	21,826	51,172	51,172		
343400	1	Road Worker II	O2002	33,247	23,272	56,520	56,520		
343400	1	Road Worker IV	O4012	50,436	29,644	80,080	80,080		
343400	1	Road Worker I	O1002	30,072	22,095	52,168	52,168		
343400	1	Road Worker III	O3009	43,761	27,170	70,930	70,930		
343400	1	Sr Admin Super	N1412	58,905	27,852	86,756	86,756		
343400	1	Road Worker III	O3010	44,917	27,598	72,515	72,515		
343400	1	Road Worker I	O1003	30,838	22,379	53,217	53,217		
343400	1	Road Worker III	O3012	46,142	28,052	74,194	74,194		
343400	1	Road Worker I	O1003	30,838	22,379	53,217	53,217		
343400	1	Mechanic	O3112	42,900	24,542	67,442	67,442		
343400	1	Sr Dept Spec	A1212	41,199	22,722	63,921	63,921		
343400	1	Sr Admin Super	N1411	58,905	27,852	86,756	86,756		
343400	1	Road Worker II	O2002	33,247	23,272	56,520	56,520		
343400	1	Acctg Tech	A1212	41,199	22,722	63,921	63,921		
343400	1	Purch/ware Coord	A1112	38,923	23,282	62,206	62,206		
343400	1	Road Worker II	O2006	36,759	24,574	61,332	61,332		
343400	1	Fleet Manager -Pw	N1706	60,270	30,116	90,386	67,789	22,596	
343400	1	Road Worker II	O2009	39,639	25,642	65,280	65,280		
343400	1	Storeroom/data	A1012	36,768	22,599	59,367	59,367		
343400	1	Road Worker II	O2003	34,070	23,577	57,647	57,647		
343400	1	Engineering Tech II	A1312	43,594	24,126	67,721	67,721		
343400	1	Lead Mechanic	O5104	40,682	23,840	64,522	48,391	16,130	
343400	1	Civil Engineer	N1602	52,001	26,748	78,749	78,749		
343400	1	Road Worker III	O3010	44,917	27,598	72,515	72,515		
343400	1	Mechanic	O3112	42,900	24,542	67,442	67,442		
343400	1	Road Worker II	O2002	33,247	23,272	56,520	56,520		

Josephine County
 Schedule D - Personal Services
 Public Works
 Adopted Budget
 2011-12

Cost Center	FTE	Job Title	Grade & Step	Annual Salary	Total Taxes & Benefits	Total Salary & Benefits	Fund Allocation		
							PW Fund 201	Fleet Fund 402	Gen Fund 100 - Assr
343400	1	Road Worker I	O1003	30,838	22,379	53,217	53,217		
343400	1	Road Worker II	O2002	33,247	23,272	56,520	56,520		
343400	1	Road Worker III	O3012	46,142	28,052	74,194	74,194		
343400	1	Mechanic	O3102	33,980	21,716	55,695	55,695		
343400	1	Road Worker I	O1007	34,036	23,565	57,601	57,601		
343400	1	Dept Specialist	A1012	36,768	21,456	58,224	58,224		
343400	1	Maint/const Super	N1704	57,366	32,282	89,648	89,648		
343400	1	Accounting Specialist	A1012	36,768	21,456	58,224	58,224		
343400	0.6	Pw Svc Officer	A1707	29,266	8,183	37,449	37,449		
343400	1	Maint/const Super	N1703	55,966	31,763	87,730	87,730		
343400	1	Engineer Tech III	A1507	43,702	24,159	67,861	67,861		
343400	1	Sr Dept Spec	A1212	41,199	22,722	63,921	63,921		
343400	1	Road Worker III	O3012	46,142	28,052	74,194	74,194		
343400	1	Data Processtech	A1312	43,594	23,407	67,001	67,001		
343400	1	Pw Superintendent	N1805	61,740	28,730	90,469	90,469		
343400	1	Road Worker III	O3012	46,142	28,052	74,194	74,194		
343400	1	Traffic Coord	O5012	53,642	30,833	84,474	84,474		
343400	1	Road Worker II	O2004	34,948	23,903	58,851	58,851		
	<u>63.6</u>			<u>2,803,737</u>	<u>1,642,035</u>	<u>4,445,772</u>	<u>4,407,045</u>	<u>38,727</u>	<u>-</u>
343400	1	<u>Additional - .20</u> Prop Data Analyst	A1502	38,301	22,526	60,827	12,165		48,661
	<u>64.6</u>			<u>2,842,038</u>	<u>1,664,561</u>	<u>4,506,599</u>	<u>4,419,211</u>	<u>38,727</u>	<u>48,661</u>
							<u>4,419,000</u>		
								<u>38,700</u>	
									<u>48,700</u>

Lead Mechanic reduced to .75 w/ .25 charged to 402 County Fleet - As Lead Mechanic oversees County Fleet and Public Works Fleet

**2011-2012 PERSONNEL JUSTIFICATIONS
JOSEPHINE COUNTY PUBLIC WORKS**

201-343400

\$12,000

Public Works has historically had a licensed surveyor position within the Engineering work group. This position was important not only for active construction and maintenance projects, but also to ensure that Public Works long-term road improvement plan was done in an efficient, wide-ranging manner. With the loss of this position several years ago, Public Works has relied on subcontracting and/or temporary employees to fill the aforementioned work.

Public Works is proposing to add .2FTE, from an existing 1.0FTE employee within the Assessor's Office. The employee is a Professionally Licensed Surveyor and was a Public Works employee several years ago. For the 2011-12 budget year, projected significant projects include: topography of the Kerby Landfill, following regrading work this spring; project lay-out work for culvert replacement projects on New Hope Road and Reeves Creek; survey work for guardrail installation also on New Hope; and (if time allows) survey/design work for the Sand Creek bridge on Hubbard Lane.



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