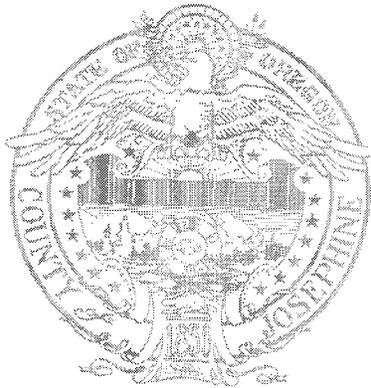


Public Works Fund





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JOSEPHINE COUNTY
Public Works Fund Description
2010-11

The Public Works Fund was formed effective July 1, 2007. It comprises the Roads and Bridges Program that had previously been in the Property Services Fund, which has been discontinued. Effective July 1, 2009, the North Valley Industrial Park (NVIP) and Solid Waste (SW) programs were moved to the new Public Works Special Programs Fund.

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 schedules for Roads and Bridges program. The money available for it and for the interfund transfers is equal to total resources of the fund, less the requirement for Internal Service Fund charges.

Following the Resources and Requirements summary, 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			Adopted Budget This Year 2009-10	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2010-11		
Second Preceding Year 2007-08	First Preceding Year 2008-09	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
RESOURCES							
				Beginning Fund Balance:			
\$ 6,932,861	\$ 7,926,150	\$ 7,765,800		Roads & Bridges	\$ 6,706,000	6,200,000	
304,158	227,862	225,000		North Valley Industrial Park (NVIP)	-	-	
(20,471)	(7,771)	25,000		Solid Waste (SW)	-	-	
(62,572)	-	-		Parks	-	-	
				Revenues generated by programs:			
				Roads and Bridges:			
4,523,016	4,603,831	4,189,000		Gas Tax distributions from the State	5,220,000	5,220,000	
2,347,256	2,248,369	1,845,800		Federal and State Grants	1,920,500	1,920,500	
102,795	121,942	50,000		Charges for Services	16,000	16,000	
246,504	99,733	-		Charges to other County departments/funds	-	-	
69,457	67,403	70,000		Rental Income	57,000	57,000	
46,292	63,804	52,900		Other Income	27,000	27,000	
3,734	3,915	-		North Valley Industrial Park (NVIP)	-	-	
7,770	7,065	-		Solid Waste (SW)	-	-	
312,281	190,010	120,000		Interest Income	105,000	105,000	
				Interfund Transfers:			
				100 - General Fund for:			
				Solid Waste	-	-	
110,000	110,000	-		Parks - Negative BFB	-	-	
62,572	-	-		202 - Public Works Special Programs Fund	21,000	21,000	
-	-	31,500		245 - County Transit Fund	2,000	2,000	
-	-	2,000		303 - County Bridge Construction Fund	15,000	15,000	
-	-	-		402 - County Buildings and Fleet Fund - Fleet	69,000	69,000	
-	-	66,000					
\$ 14,985,653	\$ 15,662,313	\$ 14,443,000		TOTAL RESOURCES	\$ 14,158,500	\$ 13,652,500	

RESOURCES AND REQUIREMENTS
PUBLIC WORKS FUND (201)

Josephine County

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2010-11		
Actual		Adopted Budget This Year 2009-10		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2007-08	First Preceding Year 2008-09					
			REQUIREMENTS			
			Operating Expenditures:			
			Roads and Bridges:			
\$ 3,350,747	\$ 3,584,054	\$ 4,068,000	Personal Services	\$ 4,183,700	\$ 4,183,700	
2,440,311	2,417,413	2,490,000	Materials and Services	2,166,800	2,166,800	
86,758	53,988	-	North Valley Industrial Park(NVIP)	-	-	
95,923	92,119	-	Solid Waste (SW)	-	-	
			Interfund Transfers:			
			202 - Public Works Special Programs - transfer			
		250,000	beginning fund balances of NVIP and SW			
618,443	560,400	557,400	401 - Internal Services Fund (ISF) (401)	539,800	539,800	
-	640,000	860,000	425 - Roads and Bridges Reserve Fund	1,900,000	1,900,000	
11,963	-	-	430 - Property Reserve Fund	-	-	
235,267	-	600,000	435 - Equipment Reserve Fund	570,000	570,000	
		5,617,600	Contingency	4,798,200	4,292,200	
6,839,412	7,347,974	\$ 14,443,000	TOTAL REQUIREMENTS	\$ 14,158,500	\$ 13,652,500	
8,146,241	8,314,339		Ending Fund Balance			
\$ 14,985,653	\$ 15,662,313		TOTAL ACTUAL			

Josephine County, Oregon
Fiscal Year 2010 - 2011

PUBLIC WORKS DEPARTMENT
Summary Report of Services Provided to the Community

Introduction

The Public Works Department manages and administers various public works programs using dedicated road funds from state and federal sources, as well as other non-public works (Josephine County) programs as shown below.

All services described in this Summary Report are in accordance with the directives issued by the Board of County Commissioners.

Public Works Programs

- Public Works Operating Fund
 - Road & Bridge Maintenance
 - Engineering
 - Administration & Accounting
 - Fleet Management
- County Bridge Construction Fund

Non-Public Works Programs

- Disposal Sites Closure Fund
 - Kerby Landfill Site
 - Marlsan Landfill Site
- Josephine County Fleet Operations Fund
 - Vehicle Maintenance
 - Vehicle Replacement
- North Valley Industrial Park (NVIP) Fund
 - NVIP Property and Public Facilities Management

Public Works Programs

The Public Works Department administers one major fund in carrying out its mission and the programs noted above.

Public Works Operating & Fleet Fund

Public Works facilities are an integral part of our community and the Department is entrusted by the public to effectively use its resources to make living and traveling in Josephine County safe, convenient, and enjoyable. Some of the more significant types of public works facilities which the Department manages, maintains, or administers include: 564 miles of county maintained roads, 170 bridges and structures, approximately 13,000 road and driveway culverts; Fleet Maintenance Facilities at the Grants Pass Public Works Headquarters; and 19 gravel resource and stockpile sites. The Department has two sources of revenue which provide nearly all annual funding: state gasoline taxes and a portion of the timber receipts from U.S. Forest Service lands. These two revenue sources are referred to as "designated road funds" because they are designated by law to be used by the County for road purposes. The Department does not receive any county property taxes to fund its operations. Participation in Federal and State cooperative funding projects is continually sought.

Due to current budget constraints, virtually all work currently being performed revolves around maintenance, preservation and modernization of existing infrastructure. Designated work efforts on major maintenance programs, such as crack sealing, AC patching, chip sealing, repainting centerline and fog stripes, pavement markings, ditch cleaning, and vegetation management will be completed on an annual basis. Additional work performed on an as-needed basis frequently includes: sanding/plowing during freezing weather, wind/water/flood response, emergency traffic control and response to after-hours law enforcement dispatch calls.

This fund also handles all activities for the management of Public Works' fleet, provides all labor, material, and equipment expenses needed to operate the fleet maintenance repair shop, maintains the Public Works fleet and acquires necessary equipment. The fleet management program is used to keep our fleet effective and safe, in order to accomplish the maintenance and preservation programs of the Public Works Department.

Efforts to improve fleet maintenance shop effectiveness and safety will be continued, and required major repairs and preventative maintenance will be completed. We will obtain only a portion of the equipment as scheduled in the Department's 5-Year Equipment Acquisition Program. Ways to improve shop effectiveness, worker safety and our preventative maintenance program will be continued. Smaller pieces of equipment will be replaced as required, such as saws, compressors, pumps, and compactors.

Beyond the general program outcomes discussed above, Public Works has the following goals and metrics for Fiscal Year 2010-2011:

Road Maintenance

- Annual programmed and specialized maintenance for 564 miles of county maintained road and all related structures
- 18 miles of Chipsealing work
- 280 miles of road striping (232 miles maintenance, 48 miles of chipseal retrace)
- 6,000 tons of A/C placed during blade patching work
- 150 Vandalized Sign Replacements/Reinstallations

Engineering

- 310 Permits for encroachments/driveway approaches/utilities
- 700 Oversize/Overweight permits
- 180 Land Development/Land-Use application reviews (Sub-division, Partitions, site plans, etc.)
- 200 Traffic studies/Traffic Counts conducted

Public Works Fleet

- 1,900 Vehicle Repair Orders opened and completed
- Daily maintenance of 200 rolling stock vehicles, 160 non-rolling stock equipment which log approximately 500,000 miles/year.
- Unscheduled maintenance hours to comprise no more than 6% available shop hours.

County Fleet

- 950 Vehicle Repair Orders opened and completed
- Daily maintenance of 130 rolling stock vehicles, which log approximately 1,700,000 miles/year.
- Unscheduled maintenance hours comprise no more than 6% available shop hours.

Administration

- 2,200 walk-in customers served
- 5,600 APs/JVs processed
- 9,000 Front desk customer phone calls/requests/inquiries

County Bridge Construction Fund

Three county bridges were originally approved for replacement under the Oregon Transportation Investment Act III (OTIA III), with a fourth bridge later added using funds transferred from the Highway Bridge Program (HBP). OTIA III created \$300 million in bond proceeds which the Oregon Transportation Commission targeted for the replacement of insufficient bridges throughout the state. The funds are given as a grant to the county. This fund tracks the expenses as stipulated in the Intergovernmental Agreement signed between the County and the Oregon Department of Transportation.

Non-Public Works Programs

Public Works manages and administers the following Josephine County General Programs: Disposal Sites Closure for solid waste landfills, County Fleet Management, North Valley Industrial Park Management.

Disposal Sites Closure Fund

Kerby Landfill Site

This program involves management and environmental site monitoring of the closed Kerby Landfill, in accordance with state requirements, and an on-going groundwater well sampling and testing program to monitor the water quality around the landfill area.

Marlsan Landfill Site

This program also involves management and environmental site monitoring of the closed Marlsan Landfill, in accordance with state requirements, and an on-going groundwater well sampling and testing program to monitor water quality around the landfill area.

Josephine County Fleet Operations

The County Fleet Operations Program is responsible for the repair and preventative maintenance of the County's vehicle fleet. This includes emergency services and Sheriff vehicle units. As part of its management service, Public Works continues to track repair and maintenance costs on all county vehicles within its computerized fleet management system. This system provides the historical data necessary to make cost-effective decisions regarding vehicle disposal and/or replacement.

All county vehicles are part of a countywide motor pool that owns all the vehicles. Individual departments continue to have vehicles assigned to them at their geographic location in accordance with their needs. With all vehicles owned by a county motor pool, a department may request additional vehicles from the county motor pool, or they may turn vehicles back in to the motor pool. Departments changing transportation needs can be handled more effectively under a county-wide motor pool system.

The County Fleet Operations Fund purchases additional vehicles based upon a review with all departments, subject to budget availability. Then if a department needed an additional car they would pay a single composite per mile rate. This composite rate would include a per mile component for vehicle O&M, and a per mile component for depreciation charges calculated over the useful life of the vehicle, i.e., 120,000 miles.

Vehicle replacement is a centralized function of County Fleet staff county program for the acquisition of vehicles to replace those which are no longer serviceable or cost-effective to operate. This program does not include Public Works vehicles, which are separately handled (due to dedicated road funding constraints) by the Public Works Fleet Operations Program. It is necessary to make annual purchases of vehicles to replace those which were no longer cost effective to operate.

North Valley Industrial Park Fund

This program involves management of county property remaining in the industrial park (sales and leases), operation and maintenance of the County's sewer system for the park and pumping station, infrastructure improvements, and other miscellaneous activities to ensure the viability of the park's infrastructure.

Josephine County Public Works - Summary Report County Ordinances, Oregon Revised Statutes and Other Applicable Regulations

Josephine County Public Works receives nearly all annual revenue from two primary sources: the State of Oregon Highway Fund and P.L. 106-393, the Secure Rural School Act. The funds from the Highway Fund are stipulated under Article 9, Sec. 3a of the Oregon Constitution and ORS 366

The Oregon Constitution states in part: "Use of revenue from taxes on motor vehicle use and fuel; legislative review of allocation of taxes between vehicle classes. (1) Except as provided in subsection (2) of this section, revenue from the following shall be used exclusively for the construction, reconstruction, improvement, repair, maintenance, operation and use of public highways, roads, streets and roadside rest areas in this state"

ORS 366.505 states in part: The State Highway Fund shall consist of: "All moneys and revenues derived under and by virtue of the sale of bonds, the sale of which is authorized by law and the proceeds thereof to be dedicated to highway purposes". Further, ORS 766.774: "Moneys paid to counties under ORS 366.762 to 366.768 shall be used only for the purposes stated in sections 3 and 3a, Article IX of the Oregon Constitution".

(2) Counties receiving moneys under ORS 366.762 to 366.768 shall report annually to the Legislative Assembly the expenditures of those moneys in each of the following areas:

- (a) Administration;
- (b) Bicycle paths;
- (c) Construction and expansion;
- (d) Operations and maintenance;
- (e) Other payments;
- (f) Payments to other governments; and
- (g) Repair and preservation."

Primary County Ordinances

Public Contracting Rules and Procedures Ordn.

Assure contracts for acquisition of labor, materials and equipment meet County regulations.

Rural Land Development Code

Administer infrastructure requirements and installation for land divisions.

Local Improvement District Ordn

Administer public facility improvements petitioned for by property owners.

Public Works Revolving Fund Ordn.

Administer fund for improvements in unincorporated area.

North Valley General Service District Ordn.

Regulating the use of, and charges for, public sewers.

Grants Pass Urban Growth Boundary Ordn.

Cooperative administration of land development with the City of Grants Pass in the unincorporated urbanizing area.

Water System Facility Charge Ordn.

Administer fee collection to reimburse costs for a water main crossing of the Rogue River as a cooperative project with the City of Grants Pass.

Urban Area Planning Commission Ordn.

Serve as staff to Commission for infrastructure requirements for new developments.

Oregon Revised Statutes

Chapter 86 Mortgages; Trust Deeds

Chapter 87 Statutory Liens

Chapter 92	Subdivisions and Partitions
Chapter 93	Conveyancing and Recording
Chapter 105	Property Rights
Chapter 190	Cooperation of Governmental Units; State Census; Arbitration
Chapter 196	Wetlands and Rivers; Removal and Fill; Ocean Resource Planning
Chapter 197	Comprehensive Land Use Planning Coordination
Chapter 223	Local Improvements and Works Generally
Chapter 271	Use and Disposition of Public Lands Generally; Easements
Chapter 275	County Lands
Chapter 279	Public Contracts and Purchasing
Chapter 280	Financing of Local Public Projects and Improvements; City and County Economic Development
Chapter 281	Condemnation for Public Use; Relocation Assistance
Chapter 293	Administration of Public Funds
Chapter 294	County and Municipal Finance Administration
Chapter 312	Foreclosure of Property Tax Liens
Chapter 366	State Highways
Chapter 368	County Roads
Chapter 370	County Road Bonding Act
Chapter 371	Road Districts and Road Assessment Plans
Chapter 373	Roads and Highways Through Cities
Chapter 374	Control of Access to Public Highways
Chapter 376	Ways of Necessity; Special Ways; Pedestrian Malls
Chapter 401	Emergency Services; Search and Rescue; Telephone Systems; Communication Districts
Chapter 454	Sewage Treatment and Disposal Systems
Chapter 455	Building Code
Chapter 459	Solid Waste Management
Chapter 459A	Reuse and Recycling
Chapter 465	Hazardous Waste and Hazardous Materials I
Chapter 466	Hazardous Waste and Hazardous Materials II
Chapter 479	Protection of Buildings from Fire; Electrical Safety Law
Chapter 480	Explosives; Flammable Materials; Pressure Vessels
Chapter 496	Application; Administration and Enforcement of Wildlife Laws
Chapter 652	Hours; Wages; Records
Chapter 653	Conditions of Employment
Chapter 654	Occupational Safety and Health
Chapter 672	Professional Engineers; Land Surveyors; Geologists
Chapter 801	General Provisions and Definitions for Oregon Vehicle code
Chapter 803	Vehicle Title and Registration
Chapter 810	Road Authorities; Courts; Police; Other Enforcement Officials
Chapter 824	Railroads
Chapter 825	Motor Carriers
Chapter 826	Registration of Commercial Vehicles

Federal Regulations

Federal Department of Justice

American With Disabilities Act

Federal Department of Transportation

Federal Highway Administration

Surface Transportation Act

Manual of Uniform Traffic Control Devices

National Bridge Inspection System

Federal Motor Carrier Safety Administration

Alcohol and Drug Testing for Commercial Motor Vehicle Operators

Federal Transit Administration

Alcohol and Drug Testing for Persons With Duties Related to Mass Transit Services and Operations

Federal Environmental Protection Agency

Federal National Marine Fisheries Service

Summary

The above cited local, state, and federal laws mandate Public Works to provide or respond to a wide range of public works planning and operations functions, including but not limited to the following:

- Occupational safety and health program training, implementation, and on-going evaluation.
- Provision of traffic control devices, signing and striping that meet national standards.
- Bi-annual comprehensive bridge inspection and structural rating.
- Adoption and maintenance of a county wide multi-modal transportation system plan.
- Random alcohol and drug testing for commercial motor vehicle and mass transit operators.
- Commercial motor vehicle inspections.
- Solid waste site groundwater monitoring, environmental and financial assurances.
- Operation and maintenance of public sewer system in North Valley Industrial Park.
- Professional engineering and land surveying services.
- Fire, life and safety code compliance in public buildings.
- Local road and street revenue/expense cost accounting report to state for use of dedicated road funds.

In addition to all the above, there are over 50 Board Orders, 35 Resolutions, and numerous agreements adopted by the Board of County Commissioners requiring administrative and/or operational actions by Public Works staff.

Josephine County Public Works Department Budget Goals

1) Encourage public involvement, through community outreach, in identifying service requirements and programs to be provided by Josephine County.

Public Works seeks to encourage public involvement in a number of ways. First, Public Works will be undertaking a citizen road survey to identify citizen concerns, preferences and areas for improvement on the county road/bridge system. Randomly selected households will be mailed surveys with questions seeking input on a wide-range of our maintenance activities. While there are fundamental safety standards our department adheres to, it is also important to gather driver input to help identify areas our citizens believe need 'extra attention'.

Public Works also receives a huge volume of citizen input via our front counter and phone system. A large number of the daily phone calls we receive are related to specific areas of concern from the traveling public. Our front office staff triages these calls, responds where appropriate, or directs customers to our Engineering/Operations workgroups. Citizen input is crucial to our work, as the additional sets of eyes in the field provide valuable information on changing road conditions. We are also committed to 24-7 response to law enforcement dispatch calls on fire/life/safety issues.

Much of Public Works' programmed work is guided by the Josephine County Rural Transportation System Plan (TSP). The TSP was completed in June 2004, and was a collaborative effort between local agencies, Citizen Advisory Committees and the Rural County Planning Commission. The CAC not only brought a citizen perspective to an otherwise more technical process, but it also brought together a wide-range of backgrounds and interests in the road/bridge system.

Lastly, Public Works is a strong supporter of outreach programs to increase citizen awareness. The Josephine County Fair Booth, budget presentations and in-house brochures are just a few ways we try to further educate citizens about the services our department provides.

2) Provide sustainable funding for all mandated and essential County government programs for the next ten years.

Nearly all of Public Works' funding comes from two primary sources: the State of Oregon Highway Fund and P.L. 106-393, the Secure Rural Schools Act. While these funds are dedicated to roads/bridges, it is important to note that the combined amount of these funding streams has been largely unchanged for many years. This year, the state legislature enacted the first transportation funding increase since 1992. If this legislation

Josephine County Public Works Department Budget Goals - Continued

is not referred and over-turned by a statewide vote in November, the resultant increase in funding will offset the declining 106-393 revenue. Public Works will remain at an average annual revenue of just over \$6M.

As documented in the TSP, Public Works' funding stream is insufficient to address all road/bridge systems needs from a best-practices standpoint. The TSP identifies 'budgeted' maintenance levels and 'optimal' maintenance levels. At the present funding level of \$6M/year, Public Works' funding allows for approximately 50% of what the TSP identifies as 'optimal'. Public Works obviously treats immediate life/safety issues as top priority; however, this funding shortfall means that a less than optimal annual level of many road maintenance programs takes place. So while the current funding level is 'sustainable', the current condition of our road/bridge system will gradually decrease.

Another way Public Works maximizes currently available funding is by aggressively pursuing state and federal funding. For bridge rehabilitation/reconstruction projects, this funding is typically at a 90% level, with the county providing a 10% match. Josephine County also takes advantage of the state fund exchange program, which allows greater portability of federal funds for use on road surfacing projects.

3) Provide services in a transparent, open and efficient manner to the citizens of Josephine County

As stipulated by ORS 366, Counties receiving money from the State Highway Fund "shall report annually to the Legislative Assembly the expenditures of those moneys in each of the following areas: administration, bicycle paths, construction and expansion, operations and maintenance, other payments, payments to other governments; and repair and preservation." To this end, Josephine County Public Works prepares and submits the Annual Road and Street Finance Questionnaire to the Oregon Department of Transportation. This report is available on the Public Works webpage.

Public Works also maintains a robust cost accounting system to track the daily, monthly and annual work performed by the department. Some of the more commonly tracked items include: road betterment projects, bridge maintenance projects, annual cost/mile of chipsealing, annual costs for each of our major road maintenance programs, an applied shop labor rate and engineer's estimates vs. actuals on road/bridge projects. This cost accounting system allows for detailed work analysis which enables us to allocate resources more effectively and budget more accurately.

Josephine County Public Works Department Budget Goals - Continued

A good example of fiscal review occurred during the past year, when a number of questions were raised regarding Vehicle Maintenance protocol. To ensure best practices were being maintained, Public Works hired a service manager from a local vehicle maintenance shop to come in and spend a morning investigating a wide variety of shop practices. We identified over twenty individual aspects of the vehicle maintenance operation for this outside analysis. In the findings on this outside report, Public Works met or exceeded in every identified category of maintenance and shop protocol.

4) Ensure cost effective achievement of services to the County's citizens by providing an environment that fosters a highly qualified and professional workforce.

Public Works has an ongoing department commitment to further the technical and administrative skills, as well as, the knowledge base of our employees. Our employees stay abreast of current practices in a number of ways including:

Regular attendance/membership at state and local (road sector related) meetings – Oregon Association of County Engineers and Surveyors, Oregon Fleet Managers Group Association, Northwest Fleet Managers Group, Rogue Valley Area Commission on Transportation, Oregon Vegetation Manager's Association, Oregon Paving Association, Traffic Control Supervisor & MUTCD, Bridge Maintenance Conference and the Government Finance Officers Association.

Ongoing training and certifications, such as: Oregon Technical Training T2, Annual Bridge Inspection Training, Class A Commercial Driver's License (CDL) retention for all Roadworker II and higher classifications, Automotive Service Excellence (ASE) Certifications for all Public Works and County Fleet Mechanics, Annual First Aid/CPR certifications, Professional Engineer required ongoing professional development hours, records retention coursework, Bureau of Labor and Industry (BOLI), Federal Motor Carrier Drug and Alcohol Safety Administration, Federal Equal Employment Opportunity Commission, forklift training and job hazard analysis training.

Additionally, individual seminars, workshops and even community college classwork are encouraged. These resources can provide training more specific to an individual employee or job's requirements. Given the rapidly changing nature of the road maintenance job sector, Public Works recognizes the importance of a staff that is well-versed in current best practices.

JOSEPHINE COUNTY
Schedule B - Program Worksheet
Adopted Budget
2010-11

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		\$ 6,200,000
Program Revenues (Schedule C)		7,345,500
Interfund Transfers (In) (Schedule C)		107,000
Total Resources		\$ 13,652,500
<u>Requirements:</u>		
Expenditures:		
Personal Services (Schedule D)	63.55	\$ 4,183,700
Materials and Services (Schedule E)		2,166,800
Interfund Transfers (Out) (Schedule E)		3,009,800
Capital Outlays directly from program (Schedule F)		-
Contingency		4,292,200
Ending Fund Balance		-
Total Requirements	63.55	\$ 13,652,500

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
2010-11

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	5,220,000
31100 Licenses, Permits and Fees		
32100 Federal Grants	10650	1,425,300
32200 State Grants	11600	495,200
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	37,000
33300 Rental Charges	11920	20,000
34200 Fines and Forfeitures		
35300 Interfund Payments		
37100 Interest Earned	10900	105,000
37200 Donations		
37850 Equity Transfer In		
37900 Miscellaneous	49000	27,000
Total Revenues - To Schedule B		<u><u>\$ 7,345,500</u></u>

Transfers from Other Funds (List sources):

35200 Interfund Transfer - Co Fleet (402)	11775	\$ 69,000
35200 Interfund Transfer - SW (202 342510)	11780	10,000
35200 Interfund Transfer - NVIP (202 343381)	51500	11,000
35200 Interfund Transfer - Co Bridge (303)	11785	15,000
35200 Interfund Transfer - Co Transit (245)	51245	2,000
Total Interfund Transfers (In) - To Schedule B		<u><u>\$ 107,000</u></u>

JOSEPHINE COUNTY
Schedule E - Other Requirements
Adopted Budget
2010-11

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	\$ 8,300
43300 Operating Supplies	1,377,200
43328 Uniforms and Protective Gear	16,200
43770 Equipment (<\$5,000)	12,600
44910 Printing and Duplication	1,000
44929 Postage and Shipping	3,000
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	184,400
44040 Advertising	2,500
44100 Professional Services	38,500
44922 Dues and Subscriptions	5,300
44990 Insurance	16,800
44463 Witness Fees (DA only)	
<u>Training and Travel:</u>	
44410 Travel	22,000
44451 Education and Training	19,000
<u>Facilities and Utilities:</u>	
44600 Utilities	40,500
44661 Communications	6,000
44710 Rental - Land and Buildings	
44720 Rental - Vehicles and Equipment	17,000
44810 Building Operation, Repairs and Maint (BOM)	218,400
44840 Equipment Operation, Repairs and Maint (Fleet)	82,100
<u>Intergovernmental Payments</u>	
45500 Intergovernmental Payments	96,000
<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	\$ 2,166,800
<u>Transfers to Other Funds (List recipients):</u>	
45210 Internal Services Fund (401) (ISF)	\$ 539,800
45210 Equipment Reserve Fund (435)	570,000
45210 Roads and Bridges Reserve Fund (425)	1,900,000
45210	
Total Interfund Transfers (Out) - To Schedule B	\$ 3,009,800

Josephine County
Schedule D - Personal Services
Public Works
Adopted Budget
2010-11

Cost Center	FTE	Job Title	Grade & Step	Annual Salary	Total Taxes & Benefits	Total Salary & Benefits
343400	1.00	Accounting Specialist	A1012	36,296	19,276	55,572
343400	1.00	Acctg Tech	A1212	40,670	20,406	61,077
343400	1.00	County Engineer	N2111	81,821	32,210	114,031
343400	1.00	Data Processtech	A1312	43,035	21,018	64,053
343400	1.00	Dept Specialist	A1012	36,296	19,276	55,572
343400	1.00	Eng Prog Super	N1806	62,471	26,948	89,419
343400	1.00	Civil Engineer	NU17	52,586	24,191	76,777 ***
343400	1.00	Engineer Tech III	A1506	42,026	21,320	63,346
343400	1.00	Engineering Tech II	A1311	42,972	21,577	64,549
343400	0.75	Fleet Manager -Pw	N1705	43,534	22,413	65,947
343400	1.00	Lead Mechanic	O5103	38,997	21,046	60,043
343400	1.00	Maint/const Super	N1703	55,248	28,006	83,254
343400	1.00	Maint/const Super	N1702	53,901	27,566	81,467
343400	1.00	Mechanic	O3103	34,416	19,736	54,152
343400	1.00	Mechanic	O3112	42,349	22,005	64,354
343400	1.00	Mechanic	O3112	42,349	22,005	64,354
343400	1.00	Mechanic	O3112	42,349	22,005	64,354
343400	1.00	Mechanic	O3101	32,734	19,255	51,989
343400	1.00	Public Works Director	N2407	88,671	34,072	122,743
343400	1.00	Purch/ware Coord	A1112	38,424	20,882	59,306
343400	1.00	Pw Inspector	A1612	50,743	23,690	74,433
343400	1.00	Pw Superintendent	N1804	59,461	25,386	84,847
343400	0.80	Pw Svc Officer	A1705	36,551	9,145	45,696
343400	1.00	Road Surface Coord	O5011	52,696	27,104	79,800
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker I	O1003	30,442	19,835	50,277
343400	1.00	Road Worker I	O1003	30,442	19,835	50,277
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker I	O1001	28,970	19,355	48,324
343400	1.00	Road Worker II	O2003	33,633	20,878	54,510
343400	1.00	Road Worker II	O2002	32,821	20,612	53,433
343400	1.00	Road Worker II	O2001	30,952	20,002	50,954
343400	1.00	Road Worker II	O2004	35,366	21,444	56,810
343400	1.00	Road Worker II	O2007	38,155	22,355	60,510
343400	1.00	Road Worker II	O2002	32,821	20,612	53,433
343400	1.00	Road Worker II	O2002	32,821	20,612	53,433
343400	1.00	Road Worker II	O2002	32,821	20,612	53,433
343400	1.00	Road Worker II	O2003	33,633	20,878	54,510
343400	1.00	Road Worker II	O2002	33,633	20,878	54,510
343400	1.00	Road Worker III	O3006	39,966	22,946	62,912
343400	1.00	Road Worker III	O3008	42,085	23,638	65,723
343400	1.00	Road Worker III	O3012	45,550	24,770	70,320

Josephine County
 Schedule D - Personal Services - Continued
 Public Works
 Adopted Budget
 2010-11

<u>Cost Center</u>	<u>FTE</u>	<u>Job Title</u>	<u>Grade & Step</u>	<u>Annual Salary</u>	<u>Total Taxes & Benefits</u>	<u>Total Salary & Benefits</u>
343400	1.00	Road Worker III	O3008	42,085	23,638	65,723
343400	1.00	Road Worker III	O3010	44,340	24,375	68,715
343400	1.00	Road Worker III	O3012	45,550	24,770	70,320
343400	1.00	Road Worker III	O3009	43,199	24,002	67,201
343400	1.00	Road Worker III	O3011	45,481	24,747	70,229
343400	1.00	Road Worker III	O3012	45,550	24,770	70,320
343400	1.00	Road Worker III	O3012	45,550	24,770	70,320
343400	1.00	Road Worker IV	O4012	51,197	26,614	77,810
343400	1.00	Road Worker IV	O4012	52,606	27,074	79,680
343400	1.00	Road Worker IV	O4011	49,725	26,133	75,858
343400	1.00	Road Worker IV	O4012	49,789	26,154	75,943
343400	1.00	Sr Admin Super	N1411	61,358	25,823	87,181
343400	1.00	Sr Admin Super	N1410	56,731	24,627	81,358
343400	1.00	Sr Dept Spec	A1211	40,621	20,394	61,014
343400	1.00	Sr Dept Spec	A1212	40,670	20,406	61,077
343400	1.00	Storeroom/data	A1012	36,296	20,274	56,570
343400	1.00	Traffic Foreman	O5012	52,954	27,188	80,141
343400	1.00	Vegetation Foremn	O5011	52,696	27,104	79,800
	<u>63.55</u>			<u>2,734,917</u>	<u>1,448,791</u>	<u>4,183,709</u>
	<u>63.55</u>	Personal Services per Schedule B				<u>\$ 4,183,700</u>

*** Proposed promotion from Engineer IV to Civil Engineer. See Personnel Justification.

**Josephine County
Public Works
2010-2011 Personnel Justifications**

**201-343400
Personnel**

\$8,800

Public Works seeks to reclassify our incumbent Engineering Tech IV to a Civil Engineer. The incumbent passed his Professional Engineering Exam, and is now able to 'stamp' projects as a fully licensed engineer. In addition, having a second P.E. on staff provides critical back-up for the County Engineer. This back-up ability is crucial to provide engineering oversight on County stamped projects, review of drainage and traffic studies, technical guidance during emergency events and the ability to offer professional testimony during land use hearings.

To date during fiscal year 2009-10, no less than eight projects have required contracted engineering services that could have been performed with the added capacity provided by a second in-house P.E. This would have resulted in approximately \$30,000 savings for Public Works. With 2 engineers on staff, additional peer review and discussions will also occur, thus leading to better technical support and decisions based on a broader knowledge base.

Public Works the Engineering Tech IV position will not be filled.