

# 3030101000—Public Works-Administration

## Roads & Facilities

Kris Balaji, Public Works Director

Special Revenue Fund	2017-2018 Actual	2018-2019 Adjusted	2019-2020 Requested	2019-2020 Recommended	Increase/ (Decrease)
<b>Expenditures</b>					
Salaries & Benefits	\$3,225,930	\$3,912,977	\$4,031,511	\$4,031,511	\$118,534
Services & Supplies	719,655	1,184,164	1,074,276	1,074,276	(109,888)
Centrally-Budgeted Expenses	2,065,429	1,967,540	1,674,265	1,674,265	(293,275)
Other Charges & Uses	0	100,000	0	0	(100,000)
Fixed Assets	0	60,000	80,000	80,000	20,000
<i>Total Expenditures</i>	\$6,011,014	\$7,224,681	\$6,860,052	\$6,860,052	(\$364,629)
Expenditure Reimbursements	(2,574,955)	(2,649,950)	(3,189,950)	(3,189,950)	(540,000)
<i>Total Appropriations</i>	\$3,436,059	\$4,574,731	\$3,670,102	\$3,670,102	(\$904,629)
<b>Earned Revenues By Source</b>					
Taxes	\$11,453,701	\$9,447,765	\$9,786,821	\$9,786,821	\$339,056
Licenses/Permits/Franchises	237,304	157,000	174,000	174,000	17,000
Interest/Rents	269,524	250,000	100,000	100,000	(150,000)
Aid From Other Governments	39,352,855	61,151,505	50,882,969	50,882,969	(10,268,536)
Charges For Services	1,587,758	960,600	1,110,975	1,110,975	150,375
Miscellaneous Revenues	85,986	50,070	50,070	50,070	0
Operating Transfers In	250,250	338,100	338,100	338,100	0
Fund Balance	(49,801,319)	(67,780,309)	(58,772,833)	(58,772,833)	9,007,476
<i>Total Revenues</i>	\$3,436,059	\$4,574,731	\$3,670,102	\$3,670,102	(\$904,629)
<b>Net County Cost</b>	\$0	\$0	\$0	\$0	\$0
<b>Staffing</b>					
Allocated Positions	29.0	29.0	29.0	29.0	0.0
Temporary (Full-Time Equivalent)	1.5	3.8	3.8	3.8	0.0
<i>Total Staffing</i>	30.5	32.8	32.8	32.8	0.0

## Purpose

The Department of Public Works is responsible for planning, designing, constructing, operating, and maintaining public roads, bridges, water, wastewater systems, flood control, and solid waste systems for the County. Additionally, staff support is provided to the Planning Commission, Groundwater Basin Authority, Flood Control Technical Advisory Committee, Board Water Committee, County Advisory Water Commission, Delta Counties Coalition, and the Delta Coalition. Fleet support is also provided to all County agencies by Public Works. The overall mission is to protect the health and welfare of the public, preserve the County's infrastructure investments, and develop Countywide long-term plans and programs for transportation

systems, water quality and supply needs, flood management interests, solid waste management, and Special Districts.

The Public Works Administration budget funds support services for 20 functional areas of the department. Support services include personnel, payroll, clerical, fiscal services, records management, and geographic information systems.

## Major Budget Changes

### Salaries & Employee Benefits

- \$158,758 Salary and benefits adjustments.
- (\$40,224) Decrease in extra-help.

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### Services & Supplies

- \$31,000 Increase in software licensing and maintenance costs.
- (\$166,000) Decrease in professional services for staff development and organizational review.

### Centrally-Budgeted Expenses

- \$76,808 Increase in data processing charges.
- (\$58,516) Decrease in Casualty insurance costs.
- (\$303,120) Cost Allocation Plan adjustment.

### Other Charges

- (\$100,000) Decrease in charges for Adopt-A-Road Program.

### Expenditure Reimbursements

- \$540,000 Increase in reimbursement for Administration services.

### Revenues

- \$636,627 Increase in State Highway Users Tax funds.
- \$327,454 Increase in Measure K funds.
- \$150,375 Increase in service fee charges.
- (\$9,396,677) Decrease in Federal funding for transportation projects.
- (\$1,062,000) Decrease in State transportation funds.
- (\$446,486) Decrease in intergovernmental revenues.
- (\$150,000) Decrease in interest income.

- \$9,007,476 Increase in use of Fund Balance.

### Fixed Assets/Capital Improvement

- \$80,000 Security camera system.

### Program Discussion

The 2019-2020 recommended budget for Public Works Administration totals \$6,860,052, which is a decrease of \$364,629 from the 2018-2019 adjusted budget. The change is primarily due to decreases in extra-help, professional services costs, charges for the Adopt-A-Road Program, and Cost Allocation Plan adjustments, offset by salary and benefits adjustments, and increases in software licensing and maintenance costs and data processing charges.

The Department is continuing its efforts to enhance areas of strategic planning, staff development, succession planning, innovation, customer service, internal and external relationships, and employee recognition. A key initiative for 2019-2020 is implementing the performance measures identified in the Business Process Review, a review of the Department's operations. Additionally, the Department will continue to manage its resources through strategic actions while incorporating the Department's Six Core Business Strategies: Succession Planning; Customer Service; Innovation; Relationships; Strategic Outlook; and Recognition. More detail is included in the Public Works Summary under the Board Strategic Priorities.

The Public Works Administration budget funds support services for the Administration, Engineering, Road Maintenance, Construction, and Development Services budgets. All revenue for the five budgets in the Road Fund is included in the Public Works Administration budget. In 2020-2021, it is expected the Department will identify revenue sources for each budget unit separately.

Activities of individual divisions are provided in the specific budget narratives.