

# Department of Public Works

## COMMUNITY DEVELOPMENT AND PUBLIC WORKS

- Exploring next generation MERA system technologies, structure and funding while maintaining the reliability and integrity of the existing system
- Managing grants and securing permits as State budget cuts make communicating with State agencies more challenging and time consuming
- Emerging issues associated with Green House Gas reduction programs in process by the State and Metropolitan Transportation Commission that could have significant impacts to traffic, circulation, and funding in the county

## Overview of Programs

### FY 2012-13 Estimated cost of Program Services

DEPARTMENT OF PUBLIC WORKS				
General Fund Program Services	FTE	Total Expenditures	Total Revenues	Net County Cost
Building Maintenance	49.50	\$4,781,366	\$(1,913,928)	\$2,867,438
Reprographic Services	4.00	\$677,984	\$(367,000)	\$310,984
Public Works Administration	20.50	\$504,668	\$(504,668)	0
Purchasing	3.00	\$563,222	\$(8,000)	\$555,222
Real Estate	3.00	\$351,958	\$(351,958)	0
Waste Management	10.00	\$2,259,137	\$(2,259,137)	0
Communications & Electronic Equip Maintenance	13.00	\$2,754,848	\$(1,274,623)	\$1,480,225
County Garage	11.00	\$1,794,769	\$(1,328,061)	\$466,708
Engineering	20.00	\$4,042,143	\$(475,250)	\$3,566,893
Land Use & Water Resources	28.00	\$4,863,936	\$(3,028,092)	\$1,835,844
<b>Total: General Fund Program Services</b>	<b>162.00</b>	<b>\$22,594,031</b>	<b>\$(11,510,717)</b>	<b>\$11,083,314</b>
<b>% of Budget</b>			<b>51%</b>	<b>49%</b>
Other Funds Program Services				
Building Maintenance	6.00	\$4,000,000	\$(4,000,000)	0

### FY 2012-13 Estimated cost of Program Services

DEPARTMENT OF PUBLIC WORKS				
Public Works Administration	0.00	\$902,604	\$(902,604)	0
Road Maintenance & Improvement	48.00	\$11,136,101	\$(9,339,680)	\$1,796,421
County Airport	1.53	\$823,797	\$(751,000)	\$72,797
<b>Total: Other Funds Program Services</b>	<b>55.53</b>	<b>\$16,862,502</b>	<b>\$(14,993,284)</b>	<b>\$1,869,218</b>
<b>Net Transfers Adjustment</b>		<b>\$(889,746)</b>	<b>\$889,746</b>	<b>\$0</b>
<b>Total: All Funds</b>	<b>217.53</b>	<b>\$38,566,787</b>	<b>\$(25,614,255)</b>	<b>\$12,952,532</b>

### Building Maintenance

#### Program Description and Responsibilities

Building Maintenance is responsible for maintaining over 50 County buildings and facilities including office buildings, flood control and sewer pump stations, and 11 Marin Emergency Radio Authority (MERA) sites. This program includes space planning staff responsible for space planning and implementation of various departmental moves in the County. The program also handles outgoing mail for departments located at the Civic Center as well as shipping, receiving and delivery of goods.

### Reprographic Services

#### Program Description and Responsibilities

Reprographic Services supports the printing needs of the County and some outside agencies by providing offset and reprographic printing services and warehousing paper in bulk quantities.

### Administration

#### Program Description and Responsibilities

Administration supports the department's management staff and provides budgeting, accounting, personnel and clerical services to the department.

### Purchasing

#### Program Description and Responsibilities

Purchasing provides a comprehensive range of purchasing services for all County departments, as well as the transfer and disposal of obsolete and surplus equipment and supplies.

# Program Detail

SUPPLEMENTAL INFORMATION

## Department of Public Works

Program: County Airport

Fund: 31010 Special Aviation

	FY 2010-11 Actuals	FY 2011-12 Proposed	FY 2011-12 Approved	FY 2012-13 Recommended	FY 2012-13 Change
<b>Expenditures</b>					
Salaries and Benefits	\$156,457	\$191,602	\$191,602	\$194,696	\$3,094
Services and Supplies	290,881	397,420	397,420	428,920	31,500
Other Charges and Reserves	0	0	0	0	0
Interdepartmental Charges	277,316	374,784	374,784	192,181	(182,603)
Secondary Cost Elements	0	0	0	0	0
Contingency for Reserve	0	7,500	7,500	8,000	500
<b>Total Expenditures</b>	<b>\$724,655</b>	<b>\$971,306</b>	<b>\$971,306</b>	<b>\$823,797</b>	<b>\$(147,509)</b>
<b>Revenues</b>					
Taxes	\$0	\$0	\$0	\$0	\$0
Licenses, Permits & Franchise Fees	0	0	0	0	0
Fines, For & Penalties	0	0	0	0	0
Revenues from Use	692,826	734,499	734,499	750,000	15,501
Intergovernmental	117,250	144,000	144,000	0	(144,000)
Charges for Curr Svcs	0	0	0	0	0
Misc Revenue	25,025	1,000	1,000	1,000	0
Other Revenue Sources	0	0	0	0	0
Net Transfers	70,000	0	0	0	0
<b>Total Revenues</b>	<b>\$765,101</b>	<b>\$879,499</b>	<b>\$879,499</b>	<b>\$751,000</b>	<b>\$(128,499)</b>
<b>Net County Cost / Use of Fund Balance</b>	<b>\$(40,446)</b>	<b>\$91,807</b>	<b>\$91,807</b>	<b>\$72,797</b>	<b>\$(19,010)</b>

Program: County Garage

Fund: 10000 General

	FY 2010-11 Actuals	FY 2011-12 Proposed	FY 2011-12 Approved	FY 2012-13 Recommended	FY 2012-13 Change
<b>Expenditures</b>					
Salaries and Benefits	\$1,187,709	\$1,191,937	\$1,191,937	\$1,214,115	\$22,178
Services and Supplies	2,429,446	2,409,295	2,409,295	2,428,315	19,020
Other Charges and Reserves	718,339	1,500,000	1,500,000	1,500,000	0
Interdepartmental Charges	(3,032,441)	(3,219,079)	(3,219,079)	(3,347,661)	(128,582)
Secondary Cost Elements	0	0	0	0	0
Contingency for Reserve	0	0	0	0	0
<b>Total Expenditures</b>	<b>\$1,303,053</b>	<b>\$1,882,153</b>	<b>\$1,882,153</b>	<b>\$1,794,769</b>	<b>\$(87,384)</b>
<b>Revenues</b>					
Taxes	\$0	\$0	\$0	\$0	\$0
Licenses, Permits & Franchise Fees	0	0	0	0	0
Fines, For & Penalties	0	0	0	0	0
Revenues from Use	0	0	0	0	0
Intergovernmental	0	0	0	0	0
Charges for Curr Svcs	1,107,204	1,111,760	1,111,760	1,297,061	185,301
Misc Revenue	14,180	31,000	31,000	31,000	0
Other Revenue Sources	0	0	0	0	0
Net Transfers	0	0	0	0	0
<b>Total Revenues</b>	<b>\$1,121,385</b>	<b>\$1,142,760</b>	<b>\$1,142,760</b>	<b>\$1,328,061</b>	<b>\$185,301</b>
<b>Net County Cost / Use of Fund Balance</b>	<b>\$181,668</b>	<b>\$739,393</b>	<b>\$739,393</b>	<b>\$466,708</b>	<b>\$(272,685)</b>