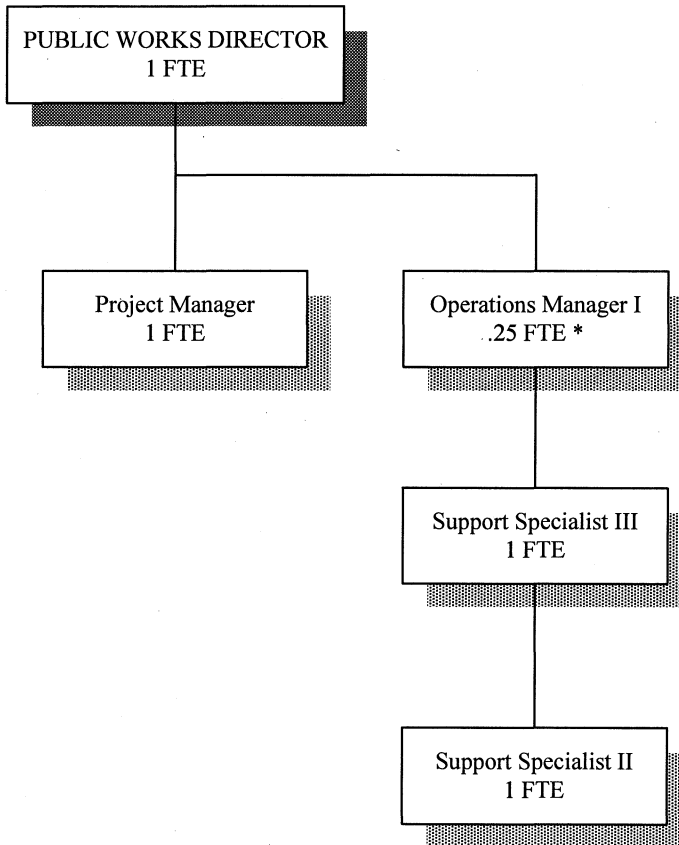


PUBLIC WORKS ADMIN FUND

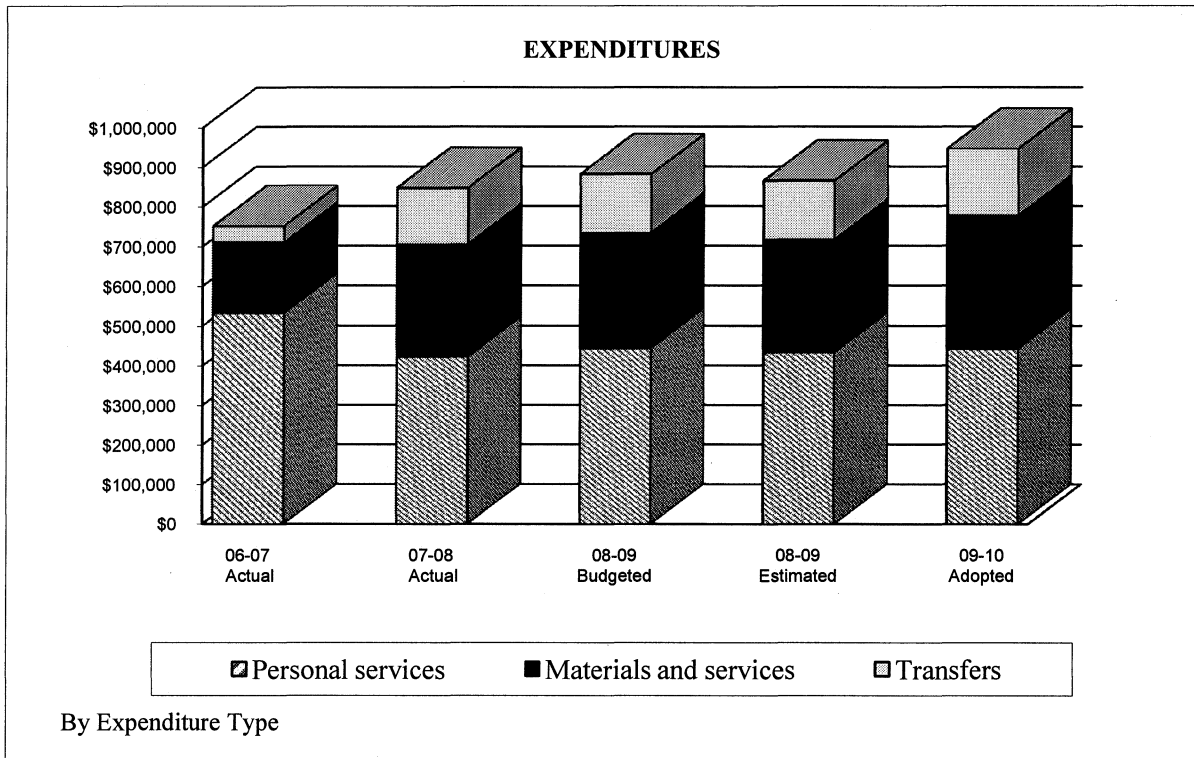
Public Works Administration Fund

FY 2009-10 BUDGETED POSITIONS



** Partially funded in General Fund*

PUBLIC WORKS ADMINISTRATION FUND
ADOPTED FY 2009-10



CITY OF BEAVERTON, OREGON
FISCAL YEAR 2009-10 BUDGET

**PUBLIC WORKS ADMINISTRATION FUND
SUMMARY OF REVENUES AND EXPENDITURES
AND OTHER FINANCING SOURCES & USES**

	<u>FY 2006-07</u> <u>Actual</u>	<u>FY 2007-08</u> <u>Actual</u>	<u>FY 2008-09</u> <u>Budgeted</u>	<u>FY 2008-09</u> <u>Estimated</u>	<u>FY 2009-10</u> <u>Adopted</u>
Revenues:					
Interest on investments	\$7,426	\$8,440	\$2,250	\$3,700	\$1,000
Miscellaneous	5,419	9,572	0	11,498	30,000
Sub Total Revenues	<u>\$12,845</u>	<u>\$18,012</u>	<u>\$2,250</u>	<u>\$15,198</u>	<u>\$31,000</u>
Expenditures:					
Personal services	\$532,569	\$422,644	\$444,717	\$434,135	\$443,983
Materials & services	178,607	283,571	290,301	284,567	335,333
Capital outlay	0	0	0	0	0
Sub Total Expenditures	<u>\$711,176</u>	<u>\$706,215</u>	<u>\$735,018</u>	<u>\$718,702</u>	<u>\$779,316</u>
Revenues Over/Under Expenditures	(\$698,331)	(\$688,203)	(\$732,768)	(\$703,504)	(\$748,316)
Other financing sources (uses):					
Transfers in	\$679,449	\$895,238	\$815,010	\$815,010	\$941,702
Transfers out	(40,557)	(141,227)	(147,331)	(147,331)	(167,621)
Total Other Financing Sources (Uses):	<u>\$638,892</u>	<u>\$754,011</u>	<u>\$667,679</u>	<u>\$667,679</u>	<u>\$774,081</u>
Net Change in Fund Balance	(\$59,439)	\$65,808	(\$65,089)	(\$35,825)	\$25,765
Fund Balance/Working Capital					
Beginning of Year	<u>111,361</u>	<u>51,922</u>	<u>117,730</u>	<u>117,730</u>	<u>81,905</u>
Fund Balance (Contingency)/Working Capital End of Year	<u>\$51,922</u>	<u>\$117,730</u>	<u>\$52,641</u>	<u>\$81,905</u>	<u>\$107,670</u>

Contingency for FY 2009-10 adopted budget is available for appropriation upon the City Council's approval. Contingency is for continuing operations. This fund is an internal service fund and relies on charges for services provided to the City's various operating funds. Unlike operating funds, it is not necessary to maintain the 16% contingency balances from year to year.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2009-10 BUDGET

FUND: 605 PUBLIC WORKS ADMINISTRATION	DEPARTMENT: PUBLIC WORKS - OPERATIONS
DEPARTMENT HEAD: GARY BRENTANO	

MISSION STATEMENT:

Maintain and ensure the long term integrity of the City's infrastructure in an integrated fashion that supports Department program goals, and the City Council goals. Develop effective partnerships with other departments, other local jurisdictions and community groups to deliver high quality services that are responsive to needs in the most efficient and cost effective way.

REQUIREMENTS	FY 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 BUDGETED	FY 2009-10 PROPOSED	FY 2009-10 ADOPTED
POSITION	5.25	4.25	4.25	4.25	4.25
PERSONAL SERVICES	\$532,569	\$422,645	\$444,717	\$443,983	\$443,983
MATERIALS & SERVICES	178,607	283,570	290,301	335,333	335,333
CAPITAL OUTLAY	0	0	0	0	0
TRANSFERS	40,557	141,227	147,331	167,621	167,621
CONTINGENCY	0	0	52,641	107,670	107,670
TOTAL	\$751,733	\$847,442	\$934,990	\$1,054,607	\$1,054,607

Funding Sources	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2009-10
Beginning Working Capital	\$111,361	\$51,922	\$117,730	\$81,905	\$81,905
Miscellaneous Revenue	12,844	18,012	2,250	31,000	31,000
Operations Management:					
General Fund	117,368	238,323	277,414	310,904	310,904
Street Fund	168,184	186,737	155,286	182,549	182,549
Water Fund	107,660	144,153	112,319	132,677	132,677
Sewer Fund	87,172	93,939	79,959	109,253	109,253
Garage Fund	62,396	57,406	44,836	51,861	51,861
Street Lighting Fund	17,575	16,027	12,629	18,929	18,929
Storm Drain Fund	118,865	149,256	125,094	126,886	126,886
Traffic Impact Fee Fund	229	9,397	7,473	8,643	8,643

Program Goal:

Deliver high quality services that preserve and enhance the value of the City's facilities and infrastructure. Maintain a standard of service delivery that is consistently superior and fully responsive to a request or a need for service. Provide services efficiently at the least possible cost.

Program Objective (services provided):

Administer the staff in the City's Operations, Engineering and Site Development Services Sections by providing timely and clear direction and support. Ensure that the staff is properly trained and equipped to competently and efficiently complete assigned duties.

CITY OF BEAVERTON, OREGON
FISCAL YEAR 2009-10 BUDGET
CURRENT LEVEL OF SERVICES

FUND: 605 PUBLIC WORKS ADMINISTRATION	DEPARTMENT: PUBLIC WORKS - OPERATIONS
PROGRAM: 0681 MANAGEMENT SERVICES	PROGRAM MANAGER: GARY BRENTANO

Program Objective (services provided) (continued):

Coordinate the efforts of the Operations, Engineering and Site Development Services Sections in completing annual work plans. Establish priorities and schedules to complete assigned work. Provide timely and accurate information about work activities to interested partners including neighborhoods, businesses and community groups. Establish partnerships with community organizations and other local jurisdictions to cooperatively address city and regional needs.

Provide excellent customer service by returning contact within one day and acting on a service request as quickly as possible. Complete requests for limited service within one day.

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budgeted	FY 2009-10 Adopted
Operations Admin Budget Cost Per Capita (less contingency)	\$8.92	\$9.90	\$10.24	\$10.93
Operations Admin Budget as Percent of City's Total Budget (less contingencies and capital projects)	0.894%	0.933%	0.601%	0.648%

Performance Measures:	FY 2006-07 Projected/Actual	FY 2007-08 Projected/Actual	FY 2008-09 Budgeted/Revised	FY 2009-10 Adopted
Percentage of annual work plans/projects completed as scheduled.	96% / 96%	96% / 96%	96% / 96%	96%
Percentage of labor hours captured on work orders.	98% / 99%	98% / 98%	98% / 98%	98%
Employee time loss hours due to work-related injuries.	1.25% / 2%	1.5% / 2%	1.5% / 1.5%	1.5%
Number of unanticipated requests for service via email and phone calls.	775 / 2,000	2,225 / 1,748	2,000 / 2,100	2,000

Performance Outcomes:

Public Works staff continues to provide expanded services as needs have been identified. Major utility construction and street rehabilitation work will be completed in FY 2009-10 as a result of Federal ARRA funding. In addition, the implementation of the Regional Capital Improvement Plan by Clean Water Services will result in a higher level of funding for sanitary sewer and stormwater rehabilitation projects in the city. The engineering support required to design and construct these projects will require both the full participation of the Engineering staff and the use of consulting services.