

Public Works

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Engineering Services

Organizational Code: 106-414-541

Mission Statement

The mission of the Department of Public Works Engineering Services is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.

Advisory Board

Blueprint 2000 Technical Coordinating Committee; Parks & Recreation Advisory Team; Community Traffic Calming Committee; Community Traffic Safety Team; Bicycle/Pedestrian Advisory Committee; Metropolitan Planning Organization Technical Coordinating Committee; Water Resources Committee; Science Advisory Committee; Canopy Roads Advisory Committee

Summary of Services Provided

1. Provide survey, engineering, and construction management services; develop the Capital Improvement Program for transportation projects; acquire rights-of-way and properties for the Capital Improvement Programs and other County agencies; and prepare and procure the necessary federal, state, and local permits for projects in the Capital Improvement Program.
2. Review and approve subdivision, utility placement and site development plans for compliance with Leon County Code of Laws and Policies.
3. Prepare and support submittals of federal and state grant applications.
4. Review, permit and inspect utilities placed in County maintained rights-of-way.
5. Provide citizen response regarding public drainage facilities.
6. Maintain compliance with National Pollutant Discharge Elimination System standards for public drainage systems.
7. Administer Stormwater Utility Program.

Accomplishments

1. Roadway Projects: Completed Miccosukee Road and Mt. Sinai Road. Continued development of Orange Avenue, Buck Lake Road, Tharpe Street.
2. Intersection Projects: Completed Maclay at Meridian, Tekesta at Bannerman, Fred George at Mission, Gum at Capital Circle, Aenon Church at US 90.
3. Two Thirds projects: Completed Winfield Forest 2/3 Project. Continued development of five other projects.
4. Stormwater: Closed out FEMA Accounts for Allison and Helene. Completed Proctor Watershed Project. Completed Talpeco Ravine Erosion.
5. Stabilization: Completed design and Bid the Kinhega Culvert Replacement project.
6. Completed design for Bradfordville Road Culvert and initiated ROW acquisition.
7. Began construction on the Pedrick Road Regional Facility. Killlearn Acres Flood Mitigation project has been permitted.
8. Established County-wide Flooded Property Acquisition Program.

Current Year Notes

This program is recommended at an increased funding level. These recommendations include:

1. Routine salary, wage, and benefits adjustments.
2. Increases in operational costs due to the combination of Engineering Design (106-414-541) and Stormwater Engineering (123-434-541).
3. Funding is provided in accordance with the County's Personnel Policies and Procedures 4.0.5 Maintenance of the Classification Plan in the amount of \$27,788.
4. As approved in the Growth Management Program Evaluation, funding is provided for the reclassification of an Environmental Review Specialist at a cost of \$2,236.

Out-Year Notes

There are no Budget Issues requested in FY 2006 thru FY 2009, with the exception of anticipated routine salary, wage, and benefit adjustments.

Objectives / Performance Measures	Indicator	Units	FY 2003 Actual	FY 2004 Budget	FY 2005 Budget
• CIP staff time 60% or greater	Output	%	42	60	60
• Percent of assigned County projects both permitted and inspected	Output	%	100	100	100
• Subdivision plat reviews in 6 days or less	Efficiency	#	5	5	5

**Leon County Government
Fiscal Year 2005 Budget**

Engineering Services

Organizational Code: 106-414-541

Budgetary Costs	FY 2003 Actual	FY 2004 Adopted	FY 2005 Continuation	FY 2005 Issues	FY 2005 Budget	FY 2006 Budget
Personal Services	1,745,190	1,889,658	1,994,704	30,024	2,024,728	2,137,320
Operating	227,767	286,235	287,266	0	287,266	287,266
Capital Outlay	2,745	0	0	0	0	0
Total Budgetary Costs	<u>1,975,702</u>	<u>2,175,893</u>	<u>2,281,970</u>	<u>30,024</u>	<u>2,311,994</u>	<u>2,424,586</u>

Funding Sources	FY 2003 Actual	FY 2004 Adopted	FY 2005 Budget	FY 2006 Budget
106 Transportation Trust	1,975,702	2,175,893	2,311,994	2,424,586
Total Revenues	<u>1,975,702</u>	<u>2,175,893</u>	<u>2,311,994</u>	<u>2,424,586</u>

Staffing Summary	FY 2003 Actual	FY 2004 Adopted	FY 2005 Continuation	FY 2005 Issues	FY 2005 Budget	FY 2006 Budget
Administrative Associate IV	2.00	2.00	2.00	0.00	2.00	2.00
CAD Technician	6.00	6.00	6.00	0.00	6.00	6.00
Chief of Construction Mgmt.	1.00	1.00	1.00	0.00	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	0.00	1.00	1.00
Chief of R-O-W- & Survey	1.00	1.00	1.00	0.00	1.00	1.00
(1)Chief of Stormwater Eng.	1.00	1.00	1.00	0.00	1.00	1.00
Construction Inspector	4.00	4.00	4.00	0.00	4.00	4.00
Dir of Engineering Services	1.00	1.00	1.00	0.00	1.00	1.00
(1)Engineer Intern	3.00	3.00	3.00	0.00	3.00	3.00
(1)Environmental Rev. Specialist	1.00	1.00	1.00	0.00	1.00	1.00
Right-of-Way Agent	2.00	2.00	2.00	0.00	2.00	2.00
Sr Design Engineer	2.00	2.00	3.00	0.00	3.00	3.00
Sr. Construction Inspector	1.00	1.00	1.00	0.00	1.00	1.00
(1)Stormwater Coordinator	1.00	1.00	1.00	0.00	1.00	1.00
(2)Stormwater TMDL Specialist	2.00	2.00	1.00	0.00	1.00	1.00
Survey Party Chief	2.00	2.00	2.00	0.00	2.00	2.00
Survey Technician I	2.00	2.00	2.00	0.00	2.00	2.00
Survey Technician II	2.00	2.00	2.00	0.00	2.00	2.00
Total Full-Time Equivalents (FTE)	<u>34.00*</u>	<u>34.00*</u>	<u>35.00</u>	<u>0.00</u>	<u>35.00</u>	<u>35.00</u>

Notes:

- (1) During FY 2004, Engineering Services and Engineering Services – Stormwater Engineering were consolidated into Engineering Services. The denoted positions were moved with the consolidation of the two programs.
- (2) Position created during FY 2004 to address TMDL issues.

* During FY 2004, the GIS Specialist II (not shown above) was re-organized within the Management Information Services department.