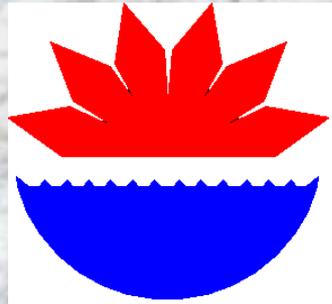


# **City of Monroe Department of Public Services Budget Presentation**



Prepared by the City of Monroe  
Department of Public Services  
Patrick M. Lewis, P.E., Director  
March 27, 2010

# Public Services Functions / Budget Responsibility

- Organization of Public Services Staff is into six primary work groups, who share responsibilities during peak times:
  - Administrative
  - Electrical / Traffic Control
  - Forestry Services
  - Parks Maintenance
  - Fleet Maintenance
  - General Operations
- Multiple Funds Administered by Public Services
  - 101 – General Fund – Operations (60.441), Forestry (60.468), and Parks (60.756)
  - 202 – Major Street Fund
  - 203 – Local Street Fund
  - 226 – Refuse Fund
  - 231 – Parking Fund
  - 295 – Airport Fund
  - 641 – Stores and Equipment Fund
- All but Parking Fund are administered essentially exclusively by Public Services

# Public Services General Fund Budget Discussion

- Key Concepts:
  - Public Services managed as one department, but for budget purposes Forestry and Parks are broken out separately
  - Labor costs generally all figured into DPS Operating budget, then “force labor” is charged to the Forestry and Parks budgets through expenditure credits
  - Expenditure credits also offset DPS Operating budget from other funds as well
- Key Statistics:
  - Total DPS gross expenditures projected \$2,550,249 for FY 09-10, proposed for \$2,445,969 for FY 10-11.
  - Net General Fund cost \$1,977,049 projected for FY 09-10, proposed for \$1,827,669 for FY 10-11.
  - Proposed FY 10-11 budget is 7.6% reduction from FY 09-10 projected, and a 2-year reduction of 18.2% from actual FY 08-09 expenditures

# Public Services General Fund Budget History



# Public Services General Fund Budget History

	Expenditures								
	05-06 Actual	06-07 Actual	07-08 Actual	08-09 Actual	09-10 Proj.	10-11 Prop.	2005-10 5-year average	2006-11 5-year average	
General Operations - Personnel	\$ 1,468,812	\$ 1,396,919	\$ 1,511,179	\$ 1,406,610	\$ 1,142,710	\$ 1,175,369	\$ 1,385,246	\$ 1,326,557	
General Operations - Street Lighting	\$ 381,253	\$ 384,919	\$ 347,357	\$ 400,854	\$ 410,000	\$ 420,000	\$ 384,877	\$ 392,626	
General Operations - General Contractual	\$ 20,093	\$ 23,446	\$ 56,520	\$ 165,874	\$ 135,000	\$ 150,000	\$ 80,187	\$ 106,168	
General Operations - Equipment Rental	\$ 125,232	\$ 97,135	\$ 132,907	\$ 86,616	\$ 75,000	\$ 88,700	\$ 103,378	\$ 96,072	
General Operations - Other	\$ 57,630	\$ 58,142	\$ 48,932	\$ 67,673	\$ 63,350	\$ 55,300	\$ 59,145	\$ 58,679	
Forestry - Personnel	\$ 416,586	\$ 373,244	\$ 428,412	\$ 284,708	\$ 285,000	\$ 280,000	\$ 357,590	\$ 330,273	
Forestry - Equipment Rental	\$ 121,359	\$ 124,770	\$ 144,730	\$ 101,195	\$ 92,350	\$ 97,600	\$ 116,881	\$ 112,129	
Forestry - Other	\$ 17,679	\$ 21,200	\$ 22,529	\$ 16,661	\$ 20,000	\$ 20,000	\$ 19,614	\$ 20,078	
Parks - Personnel	\$ 321,301	\$ 192,567	\$ 147,813	\$ 196,449	\$ 195,000	\$ 50,000	\$ 210,626	\$ 156,366	
Parks - Equipment Rental	\$ 59,568	\$ 82,650	\$ 71,883	\$ 40,555	\$ 39,525	\$ 10,000	\$ 58,836	\$ 48,923	
Parks - Other	\$ 54,555	\$ 49,188	\$ 73,540	\$ 107,069	\$ 92,314	\$ 99,000	\$ 75,333	\$ 84,222	
<b>Total Gross Expenditures</b>	<b>\$ 3,044,068</b>	<b>\$ 2,804,180</b>	<b>\$ 2,985,802</b>	<b>\$ 2,874,264</b>	<b>\$ 2,550,249</b>	<b>\$ 2,445,969</b>	<b>\$ 2,851,713</b>	<b>\$ 2,732,093</b>	
Percentage Increase		-7.9%	6.5%	-3.7%	-11.3%	-4.1%			

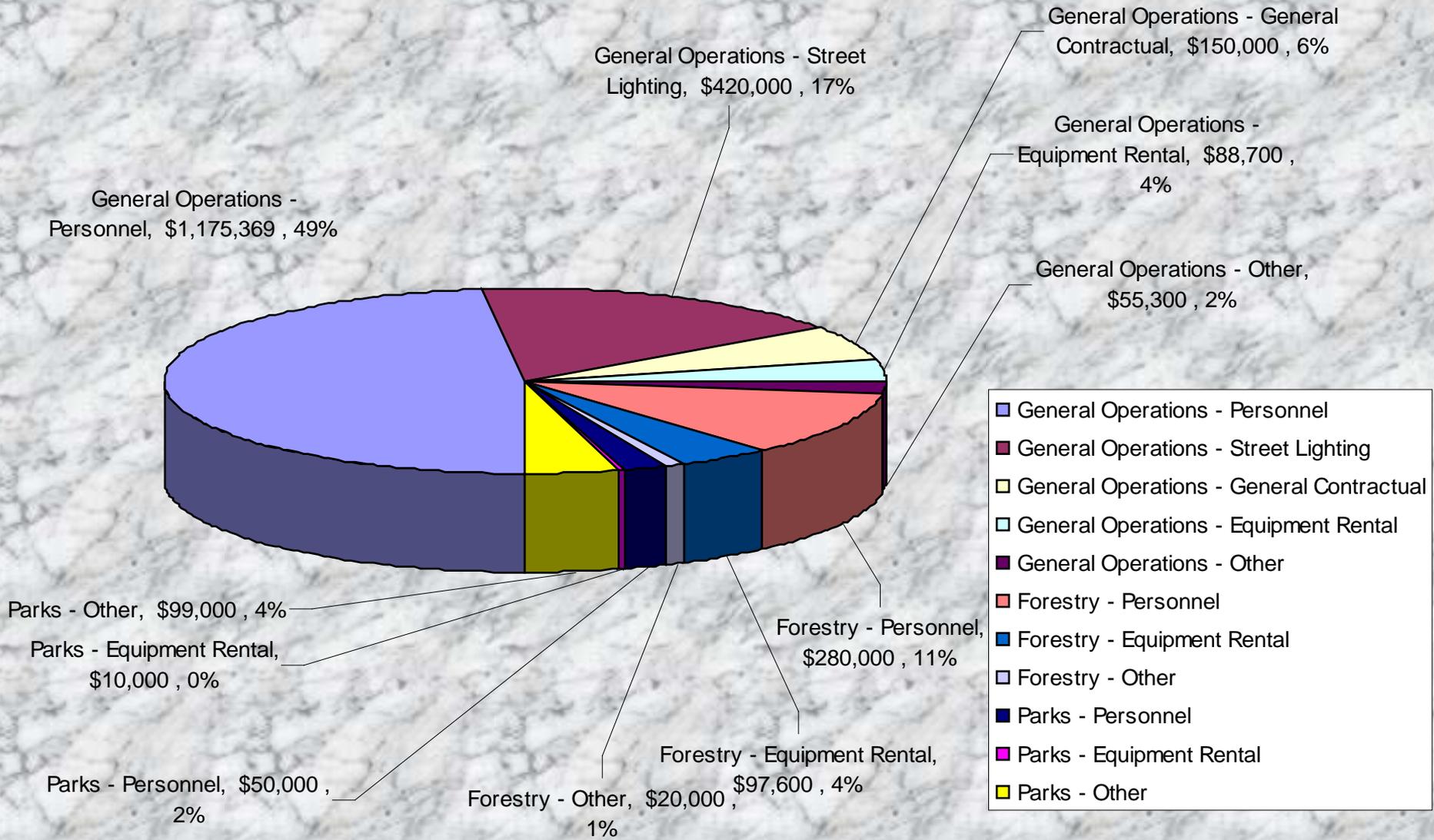
## Expenditure Credits (Charged Time)

	05-06 Actual	06-07 Actual	07-08 Actual	08-09 Actual	09-10 Proj.	10-11 Prop.	2005-10 5-year average	2006-11 5-year average
Major Street Fund (202)	\$ (296,455)	\$ (226,762)	\$ (245,243)	\$ (218,430)	\$ (197,700)	\$ (215,800)	\$ (236,918)	\$ (220,787)
Local Street Fund (203)	\$ (337,720)	\$ (345,875)	\$ (341,809)	\$ (266,579)	\$ (218,500)	\$ (240,000)	\$ (302,097)	\$ (282,553)
Refuse Fund (226)	\$ (89,917)	\$ (130,451)	\$ (100,649)	\$ (126,128)	\$ (140,000)	\$ (130,000)	\$ (117,429)	\$ (125,446)
Parking Fund (231)	\$ (2,834)	\$ (2,080)	\$ (4,062)	\$ (18,734)	\$ (10,000)	\$ (12,500)	\$ (7,542)	\$ (9,475)
Airport Fund (295)	\$ -	\$ -	\$ (13,786)	\$ (6,645)	\$ (7,000)	\$ (20,000)	\$ (5,486)	\$ (9,486)
Capital Projects Fund (401)	\$ (25,731)	\$ -	\$ -	\$ (2,240)	\$ -	\$ -	\$ (5,594)	\$ (448)
Water Fund (591)	\$ -	\$ -	\$ -	\$ (2,506)	\$ -	\$ -	\$ (501)	\$ (501)
Stores & Equipment (641)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditure Credits</b>	<b>\$ (752,657)</b>	<b>\$ (705,168)</b>	<b>\$ (705,549)</b>	<b>\$ (641,262)</b>	<b>\$ (573,200)</b>	<b>\$ (618,300)</b>	<b>\$ (675,567)</b>	<b>\$ (648,696)</b>
Percentage Increase		-6.3%	0.1%	-9.1%	-10.6%	7.9%		

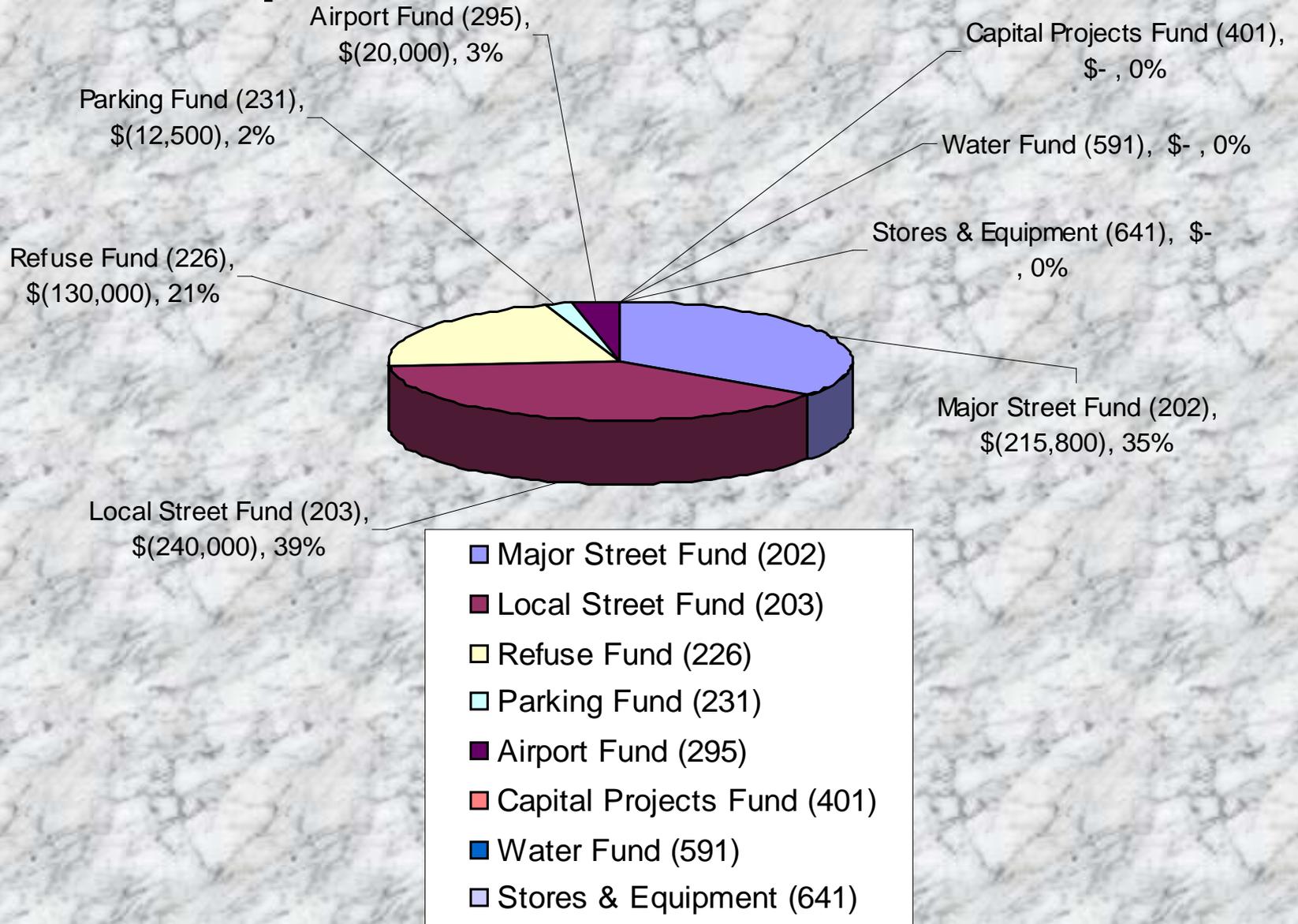
## Budget Summary

	05-06 Actual	06-07 Actual	07-08 Actual	08-09 Actual	09-10 Proj.	10-11 Prop.	2005-10 5-year average	2006-11 5-year average
Operating Total	\$ 3,044,068	\$ 2,804,180	\$ 2,985,802	\$ 2,874,264	\$ 2,550,249	\$ 2,445,969	\$ 2,851,713	\$ 2,732,093
Expenditure Credits	\$ (752,657)	\$ (705,168)	\$ (705,549)	\$ (641,262)	\$ (573,200)	\$ (618,300)	\$ (675,567)	\$ (648,696)
<b>Department Total (Net)</b>	<b>\$ 2,291,411</b>	<b>\$ 2,099,012</b>	<b>\$ 2,280,253</b>	<b>\$ 2,233,002</b>	<b>\$ 1,977,049</b>	<b>\$ 1,827,669</b>	<b>\$ 2,176,145</b>	<b>\$ 2,083,397</b>
Percentage Increase		-8.4%	8.6%	-2.1%	-11.5%	-7.6%		

# Public Services – FY 10-11 Proposed Expenditure Distribution



# Public Services – FY 10-11 Proposed Expenditure Credit Distribution



# Public Services – Current Staffing



# Public Services – Initiatives and Challenges

- **General Personnel Decline**
  - Overall staff has declined from 37 in 2003 to 22.5 for current fiscal year. Proposed staffing level is 18.5 for FY 10-11, exactly half of 2003 level. Operational Assessment level was proposed at 25.
  - Due to economy, high grass and weeds, blights have increased, further straining load
  - Act 51 funds are decreasing, which means that even with staff cuts, may have to absorb more costs into General fund in future.
- **Unfunded Mandates**
  - One major challenge is the ever-changing terms of City's Storm Water Discharge Permit, requiring more intense scrutiny of storm system maintenance – will require us to continue street sweeping and vector operations with same or greater intensity even amidst other needs
  - Many deferred maintenance items in this particular area, clogged outlets, under-sized pipes, etc.
- **Aging Infrastructure**
  - Street capital projects cannot keep up with deterioration (should do more than 3 miles per year, usually do half this), so maintenance activities more intense.

# Public Services – FY 10-11 Major Changes

## Proposed Major Changes and Savings:

1. Eliminate 3 Teamster positions (1 vacant by attrition)-  
\$196,119 reduction – Parks Main. Leader, and 2 Maintenance Workers
2. Reduce DPS Part-time (eliminate all seasonals, keep JAWS) -  
\$15,443 reduction
3. Eliminate Clerical position - \$43,638 reduction
4. Eliminate adult mosquito spraying - \$13,306 reduction

# Public Services – FY 10-11 Major Changes

## Major Impacts of Changes

- DPS Building to be closed to the public, except potentially scheduled public dumping (has not been worked out yet)
- Clerical duties to be completely shifted to Engineering / clerical pool, including phone, Action line entry, counter traffic including leaf bag distribution, recycle containers, etc.
- Parks staffing to be cut substantially, from 3 full-time employees plus seasonals for 8-9 months of year, to more of an “on call” for major items by Operations Crew
- Cutting Parks positions assumes no large-scale ball program
- Budgeted \$50,000 in Parks for DPS force labor to handle special projects, play equipment maintenance, etc.
- Daily restroom cleaning, trash collection to be performed by contract, assumed \$40,000 annual ( $\$25/\text{hour} \times 8 \text{ hours/day} \times 7 \text{ days/week} \times 28 \text{ weeks}$ )
- Still purchase mosquito larvacide tablets for catch basins

# Public Services – FY 10-11 Major Changes

## Impacts / Discussion

- If determination is made to retain ball programs (necessitating regular field preparation), some position cuts would likely still be required from DPS Operations
- Further Operations cuts will severely impact regular, recurring maintenance items such as storm sewer maintenance, street sweeping, forestry, depending on how personnel are assigned
- Possible to perform some Parks maintenance to a lesser degree than present even with ball activities (lower field preparation standards), consider assigning one worker to field only, contracting restroom cleaning and trash for some savings
- Some public push-back with closing DPS facility to the public, but can no longer properly provide for public access