

PUBLIC WORKS

Description

The Henrico County Department of Public Works maintains the third largest road network in the State of Virginia after the State of Virginia and the City of Virginia Beach. The Department is responsible for the construction and maintenance of all secondary roads in the County, storm water drainage, administration of Public Transit services, and enforcement of erosion and sedimentation laws and ordinances. The Department is organized into the following divisions: Administration; Design; Maintenance; Construction; Transportation Development; Traffic Engineering; Environmental Control; and Geographic Information System (GIS) Management.

The majority of departmental services are funded by an allocation of gasoline tax revenues from the State of Virginia and license fee revenue collected in the County's General Fund. In addition, the General Fund provides funding for certain services in accordance with the Board of Supervisors' directives for various programs. These include the Environmental Control Program, Vacuum Leaf services, the JOBS transit service, the Standing Water Initiative, as well as, supplemental funding for both the Mass Transit and GIS Divisions.

Objectives

- To develop and maintain a safe and efficient road system.
- To develop and maintain an efficient and economical storm drainage system.
- To ensure that the construction of road and drainage facilities is accomplished in accordance with appropriate standards and in an environmentally correct manner.
- To provide the most cost-effective system of Public Transit for the residents of the County.
- To provide prompt responses to citizen inquiries or requests for service.
- To enforce Chesapeake Bay Act regulations along with current erosion and sedimentation control ordinances and policies.
- To manage GIS technology to provide the Community and County agencies with enhanced services and geographical information.

Annual Fiscal Plan

<u>Description</u>	<u>FY09 Actual</u>	<u>FY10 Original</u>	<u>FY11 Approved</u>	<u>Change 10 to 11</u>
Personnel	\$ 14,365,052	\$ 15,004,322	\$ 14,485,565	(3.5%)
Operation	21,068,686	19,454,377	19,894,461	2.3%
Capital	1,036,277	1,477,200	1,475,500	(0.1%)
Total	<u>\$ 36,470,015</u>	<u>\$ 35,935,899</u>	<u>\$ 35,855,526</u>	<u>(0.2%)</u>
 Personnel Complement*	 266	 266	 258	 (8)

*The personnel complement reflects the elimination of eight vacant positions from the complement.

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Performance Measures

	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>Change 10 to 11</u>
Workload Measures				
Lane Miles of Road Maintained	3,348	3,378	3,398	20
Traffic Signals Maintained	138	141	143	2
Development Plans Reviewed	1,026	800	800	0

Budget Highlights

The Department's approved budget for FY2010-11 is \$35,855,526, representing a decrease of \$80,373 or 0.2 percent below the previous approved budget. Within this overall approved budget, which combines both Gas Tax and General Fund supported programs; the personnel component is budgeted to decrease by \$518,757 or 3.5 percent and reflects the elimination of eight vacant positions. The operating component is forecasted to increase by \$440,084 or 2.3 percent while capital outlay expenditures are expected to decrease by \$1,700 or 0.1 percent.

Funding to support the approved budget is to be provided by the State's Gas Tax maintenance allocation of \$28,745,000, the County's General Fund subsidy of \$6,610,426, and miscellaneous departmental revenue totaling \$550,164. The gas tax allocation for maintenance remains constant from the previous approved budget. This forecast reflects the payment rate per lane mile of \$8,459.39 and County lane miles of 3,398. It should be noted that the total projected Gas Tax for FY2010-11 is based on an allocation for operations and does not include a construction allocation. However, if a construction allocation was funded for the Public Works capital budget that would be found in the Capital Budget Section of this document.

Gas tax funding is utilized for approximately 80.0 percent of the operating budget. In other words, the gas tax allocation will support the Department of Public Works' divisions with the exception of the Standing Water Initiative, Environmental Inspection, and Geographic Information Systems (GIS). This revenue source is restricted to roadway maintenance activities.

The functions supported by the General Fund subsidy total \$6,610,426 and include required adjustments for the rising costs associated with medical benefits as well as VRS life insurance. Budget adjustments were

made within the operating component as well. The General Fund supports 100 percent of expenses related to the Standing Water initiative, Environmental Inspection, and GIS divisions and these programs combined total \$1,992,562. The Standing Water Initiative is budgeted at \$450,731, the Environmental Inspection Division is budgeted at \$1,229,937, and Geographic Information Systems costs are estimated at \$311,894 in the approved budget.

General Fund support is also provided for Mass Transit and Leaf Collection services. Specifically, General Fund support of \$4,186,300 in FY2010-11 will subsidize the GRTC and JOBS services costs in the Mass Transit budget. In FY2010-11, the Leaf Collection services budget totals \$533,700. Within this total budget, the General Fund will support \$381,500, Leaf Collection Fees will total \$143,000, and the remaining \$9,200 will be provided by miscellaneous revenues. It is important to note that this budget includes free leaf vacuum service for all County residents that currently participate in the Real Estate Tax Advantage Program (REAP).

The third and final source of funding is generated from miscellaneous fees, which total \$407,164 in the approved budget. These charges/fees are used as enhancements to the Gas Tax revenue for all divisions with the exception of the Standing Water Initiative and Environmental Inspection divisions.

What follows is a discussion of each of the divisions within the approved budget for Public Works.

Roadway Maintenance and Administration

The total approved budget for the divisions that fall within this group is \$33,862,964, which remained constant from the previous fiscal year. With the exception of Mass Transit, these divisions represent

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the core services provided by Public Works to maintain the existing roadway system and therefore utilize the entire \$28,745,000 State Gas Tax maintenance allocation. The remainder of funding is provided by other revenue in the General Fund, including a \$4,186,300 subsidy to support Mass Transit Services.

The personnel component is forecasted to decrease by \$506,844 or 3.8 percent, as a result of budgeted vacancy savings and the elimination of eight vacant positions. This reduction was partially offset by rising benefit costs, such as VRS, VRS life insurance and health care costs. The operating component increased by a net difference of \$508,545 or 2.7 percent from the previous approved budget. Adjustments made to the operating component include decreases in Technology Replacement in the amount of \$11,985, Telecommunications in the amount of \$18,868, Travel in the amount of \$23,550, Tuition in the amount of \$1,900 and Automotive/Motor Pool in the amount of \$32,624. Outside of these budget adjustments, road materials increased by \$318,724 as a result of anticipated higher costs. Other contractual services increased by \$287,565 to more accurately reflect prior year actuals. Various different accounts were also reduced to reflect anticipated expenditures.

While the operating component experienced an increase, the capital outlay component decreased by \$1,700 or 0.1 percent over the previous approved budget. Although this category was reduced, there are several noteworthy capital purchases forecasted within the \$1,475,000 approved capital component. Capital outlay items budgeted include the following: a bucket

truck, four chemical spreaders, a tractor mower, a chip spreader, two broom conveyors, a vactor jet truck, two single axle dump trucks, and two tandem dump trucks.

Standing Water Initiative Division

The Standing Water Initiative Division is a program that is funded solely through the General Fund at a total cost of \$450,731. The personnel component comprises 79.9 percent or \$360,109 of the total budget.

Environmental Inspection Division

The Environmental Inspection Division is funded solely through the General Fund at a total cost of \$1,229,937. Expenditures are forecasted to decrease by a net difference of \$36,578 or 2.9 percent from the FY2009-10 approved budget. The personnel component decreased by \$8,525 or 0.8 percent from the previous approved fiscal year. The operating component decreased by \$28,053 or 14.6 percent from the previous fiscal year. The capital component remained constant at \$500.

Geographic Information Systems Division (GIS)

The GIS Division is fully funded by the General Fund. The approved budget for FY2010-11 is \$311,894, representing a net decrease of \$35,136 or 10.1 percent from the previous approved budget. The personnel component comprises 88.8 percent or \$276,827 of the total budget.