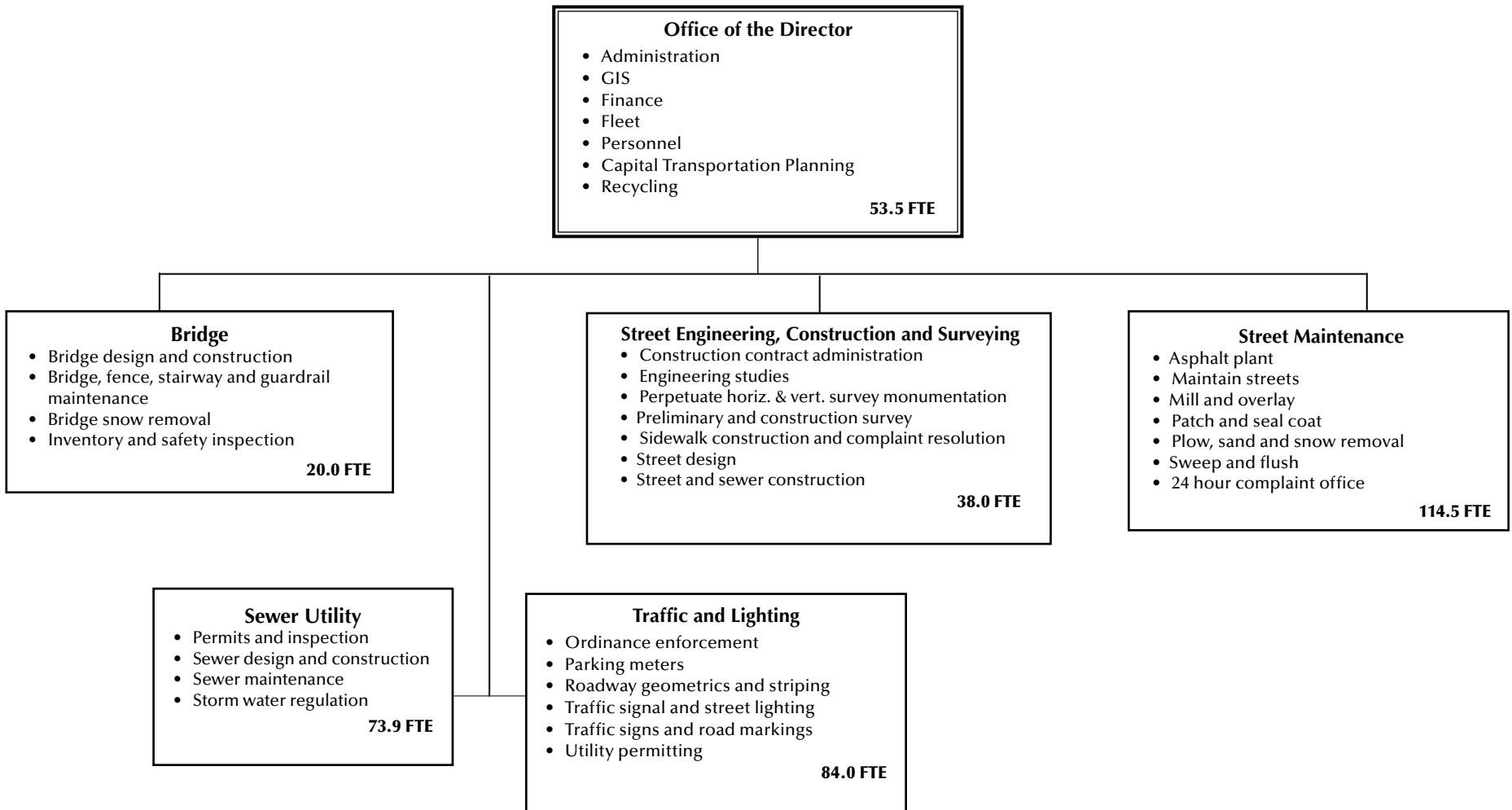


# Public Works

*The Department of Public Works is committed to performing its many services in the most timely, efficient and cost-effective manner possible.*



**(Total 383.9 FTE)**

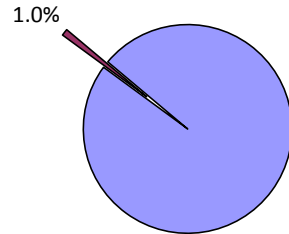
**2014 Adopted Budget**  
**Public Works**

**Department Description:**

Public Works is responsible for preserving and enhancing infrastructure to ensure a safe and livable Capitol City for all by making sure that:

- Streets, alleys and sidewalks are kept clean, well-lit, clear, safe and have routine maintenance to the level customers expect,
- Traffic signals are functioning safely and are maintained; traffic signs are in place and maintained,
- Sewers provide the safe transport of waste for treatment and storm water to surface waters; flood protection levees and pumping facilities are maintained and are prepared for floods,
- Engineering services (design, survey, inspections, administration) are provided for street, sewer, traffic and bridge construction projects,
- Vehicles and equipment are kept maintained and available for use.

**Public Works' Portion of General Fund Spending**



**Department Facts**

- Total General Fund Budget: \$2,407,019
- Total Special Fund Budget: \$143,216,444
- Total FTEs: 383.9
- 863 miles of streets
- 806 miles of sanitary sewer; 450 miles of storm sewer
- 1,011 miles of sidewalk
- 60 city-owned bridges
- 35,961 street light fixtures; 385 signalized intersections
- 525 fleet rental units (vehicles and other equipment)

**Department Goals**

- Implementation of recommendations for solid waste and recycling programs developed through the *Recycle it Forward* citizen input process.
- Successful integration with and implementation of new city financial, payroll and human resource systems.
- Continue renewal of department equipment fleet to provide the best service possible.

**Recent Accomplishments**

- Reached accreditation status through the American Public Works Association (APWA).
- Retained a AAA bond rating from Standard and Poor's and Aa1 from Moody's Investors Service for Sewer Utility Revenue Bonds.
- Substantially completed three Residential Street Vitality Paving (RSVP) Program projects in 2012: Prior/Goodrich Phase II, Hewitt/Tatum, and Battle Creek/Upper Afton.
- Successfully implemented a new parking meter system.
- Completed reorganization to combine our capital planning and transportation planning functions under the same manager.
- Participated in the design and construction of an award winning green alley.

## 2014 Adopted Budget

### Public Works

#### Fiscal Summary

	<u>2012 Actual</u>	<u>2013 Adopted</u>	<u>2014 Adopted</u>	<u>Change</u>	<u>% Change</u>	<u>2013 Adopted FTE</u>	<u>2014 Adopted FTE</u>
<b>Spending</b>							
1000: General Fund	1,987,847	2,376,547	2,407,019	30,472	1.3%	14.80	14.80
2200: Assessment	4,650,788	4,799,400	6,257,574	1,458,174	30.4%	1.00	1.00
2250: Right of Way Maintenance	35,588,400	37,609,222	37,778,405	169,183	0.4%	185.89	185.89
6100: Sewer	68,836,106	72,770,300	69,937,412	(2,832,888)	-3.9%	67.36	67.36
7100: Central Services Internal	2,331,041	2,819,936	2,806,218	(13,718)	-0.5%	22.05	20.55
7150: Equipment Services Internal	6,734,606	10,053,331	10,199,813	146,482	1.5%	22.00	22.00
7200: Services and Supplies Internal	12,798,239	16,495,918	16,237,022	(258,896)	-1.6%	72.30	72.30
<b>Total</b>	<b>132,927,027</b>	<b>146,924,654</b>	<b>145,623,463</b>	<b>(1,301,191)</b>	<b>-0.9%</b>	<b>385.40</b>	<b>383.90</b>
<b>Financing</b>							
1000: General Fund	2,615,821	2,924,678	2,890,680	(33,998)	-1.2%		
2200: Assessment	4,556,160	4,799,400	6,257,574	1,458,174	30.4%		
2250: Right of Way Maintenance	36,241,743	37,609,222	37,778,405	169,183	0.4%		
6100: Sewer	51,510,824	72,770,300	69,937,412	(2,832,888)	-3.9%		
7100: Central Services Internal	2,525,723	2,819,936	2,806,218	(13,718)	-0.5%		
7150: Equipment Services Internal	7,395,116	10,053,331	10,199,813	146,482	1.5%		
7200: Services and Supplies Internal	11,477,981	16,495,918	16,237,022	(258,896)	-1.6%		
<b>Total</b>	<b>116,323,368</b>	<b>147,472,785</b>	<b>146,107,124</b>	<b>(1,365,661)</b>	<b>-0.9%</b>		

#### Budget Changes Summary

The 2014 Adopted General Fund budget for Public Works includes reductions to miscellaneous services and supplies as well as replacement equipment for the new parking meter system.

Several notable special fund changes are also included. In the Assessment fund, recycling rates will increase to cover expanded recycling services such as increased plastics collection, single sort recycling, education outreach, and establishing additional drop off sites for clean organics. In the Right-of-Way Maintenance fund, a 3% rate increase will include increased funding for Emerald Ash Borer remediation in the parks department and additional street reconstruction on some MSA routes. The Adopted budget for the sewer utility includes an inflationary rate increase to help maintain the long-term health of the fund.

	Change from 2013 Adopted		
	Spending	Financing	FTE
<b><u>Current Service Level Adjustments</u></b>	76,049	(500)	-
Subtotal:	<u>76,049</u>	<u>(500)</u>	<u>-</u>
<b><u>Mayor's Proposed Changes</u></b>			
<b>Miscellaneous Non-Personnel Reductions</b>			
Adjustments include reductions to miscellaneous services and materials for the parking meter system due to the new condition of the equipment.			
Materials and Supplies	(40,331)	(33,498)	-
Subtotal:	<u>(40,331)</u>	<u>(33,498)</u>	<u>-</u>
<b>Sales Tax Exemption</b>			
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. Public Works' estimated General Fund savings are shown here.			
Sales Tax Reduction	(5,246)	-	-
Subtotal:	<u>(5,246)</u>	<u>-</u>	<u>-</u>
<b>Fund 1000 Budget Changes Total</b>	<u><u>30,472</u></u>	<u><u>(33,998)</u></u>	<u><u>-</u></u>

The Public Works Assessment fund includes the budget for the Eureka recycling contract, and lighting maintenance assessment districts.

	Change from 2013 Adopted		
	Spending	Financing	FTE
<b><u>Current Service Level Adjustments</u></b>	168,776	277,466	-
Subtotal:	168,776	277,466	-
<b><u>Mayor's Proposed Changes</u></b>			
<b>Increased Recycling Services</b>			
The recycling service adjustments include an increase in the contract price to provide curb-side recycling collection. Adopted recycling fee increases will cover contract costs, as well as new recycling services.			
Eureka contract increase	115,823	-	-
Program modification to include more plastics and single sort	998,640	998,640	-
Program modification for more backyard composting	54,700	54,700	-
Additional education and public information	68,400	68,400	-
Increase funding for recycling drop off center	27,360	27,360	-
Additional recycling bins and crates	31,608	31,608	-
Subtotal:	1,296,531	1,180,708	-
<b>Sales Tax Exemption</b>			
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. Public Works' estimated assessment fund savings are shown here.			
Sales Tax Exemption Savings	(7,133)	-	-
Subtotal:	(7,133)	-	-
<b><u>Adopted Changes</u></b>			
<b>Technical Changes</b>			
Expansion of Above Standard Lighting District	19,788	19,788	-
Subtotal:	19,788	19,788	-
<b>Fund 2200 Budget Changes Total</b>	<b>1,458,174</b>	<b>1,458,174</b>	<b>-</b>

**2250: Right of Way Maintenance****Public Works**

Costs associated with maintaining the public right-of-way are budgeted in the Right-of-Way (ROW) Maintenance fund. Services provided by this fund include: snow removal, street sweeping, sidewalk repairs, streetlight maintenance, traffic signs, and pavement markings.

	Change from 2013 Adopted		
	Spending	Financing	FTE
<b><u>Current Service Level Adjustments</u></b>	957,127	169,183	-
Subtotal:	957,127	169,183	-
<b><u>Mayor's Proposed Changes</u></b>			
<b>Street Maintenance Service Adjustments</b>			
The 2014 Adopted budget includes changes in the street maintenance division. More efficient salt usage and sufficient reserves allowed for a reduction in the budget. Better tracking of worker's compensation claims has provided the ability to reduce expenses.			
Reduction in salt and miscellaneous materials budgets	(329,000)	-	-
Reduction in worker's compensation	(125,520)	-	-
Subtotal:	(454,520)	-	-
<b>Rate Adjustment</b>			
The Adopted budget includes an average rate increase of 3% in the Right-of-Way fund. The rate will be split between two departments, 2% will be for Public Works and 1% for Parks and Recreation. Public Works will shift MSA funding out of the Right-of-Way and into the Capital Budget to allow for increased street replacement funding. The 2% rate increase will offset the reduction of MSA funding. The additional rate increase will allow Parks to continue to manage Emerald Ash Borer (EAB) in the Right-of-Way.			
Shift MSA funding to the Capital Budget	-	(548,174)	-
Adopted 2% rate increase	-	548,174	-
Subtotal:	-	-	-
<b>Sales Tax Exemption</b>			
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. Public Works' estimated right-of-way fund savings are shown here.			
Sales Tax Exemption Savings	(333,424)	-	-
Subtotal:	(333,424)	-	-
<b>Fund 2250 Budget Changes Total</b>	<b>169,183</b>	<b>169,183</b>	<b>-</b>

**6100: Sewer****Public Works**

The Sewer fund includes operating and capital maintenance budgets for the City's sanitary and storm water sewer systems.

	<u>Change from 2013 Adopted</u>		
	<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
<b><u>Current Service Level Adjustments</u></b>	(634,281)	75,304	-
Subtotal:	<u>(634,281)</u>	<u>75,304</u>	<u>-</u>
<b><u>Mayor's Proposed Changes</u></b>			
<b>Sewer Utility Adjustments</b>			
The 2014 sewer utility budget includes a mix of \$8M in bonding, and a use of net assets to balance the budget.			
Reduction in use of Net Assets	-	(4,382,785)	-
Reduction in WPA Payment	(4,409,817)	-	-
Payment to Metro Sewer	918,000	-	-
Debt Service Payments Increase	496,594	-	-
Miscellaneous Services and Supplies	847,030	-	-
Subtotal:	<u>(2,148,193)</u>	<u>(4,382,785)</u>	<u>-</u>
<b>Rate Adjustment</b>			
The Adopted rate in the sewer fund will offset inflationary pressures and maintain the long-term health of the fund.			
Adopted 3% rate increase	-	1,474,593	-
Subtotal:	<u>-</u>	<u>1,474,593</u>	<u>-</u>
<b>Sales Tax Exemption</b>			
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. Public Works' estimated sewer fund savings are shown here.			
Sales Tax Exemption Savings	(50,414)	-	-
Subtotal:	<u>(50,414)</u>	<u>-</u>	<u>-</u>
<b>Fund 6100 Budget Changes Total</b>	<u><u>(2,832,888)</u></u>	<u><u>(2,832,888)</u></u>	<u><u>-</u></u>

**7100: Central Services Internal**

**Public Works**

The Central Services Internal fund includes the budgets for administrative functions of Public Works, including the director's office, public relations, technology, and accounting.

	<u>Change from 2013 Adopted</u>		
	<u>Spending</u>	<u>Financing</u>	<u>FTE</u>
<b><u>Current Service Level Adjustments</u></b>	54,301	(13,718)	-
Subtotal:	<u>54,301</u>	<u>(13,718)</u>	<u>-</u>
 <b><u>Mayor's Proposed Changes</u></b>			
<b>Payroll Centralization</b>			
<p>The rollout of the Time Tracking and Attendance Scheduling Solution (TASS) component of the COMET project has allowed for a more centralized approach to the City's payroll function. As a result, the 2014 Adopted budget shifts payroll personnel out of operating departments and into the Human Resources budget. This change consolidates payroll staff into one department, redeploys some existing resources, and results in net savings to the City. The impact of payroll centralization on Public Works is reflected here.</p>			
Payroll Centralization Adjustments	(68,019)	-	(1.50)
Subtotal:	<u>(68,019)</u>	<u>-</u>	<u>(1.50)</u>
<b>Fund 7100 Budget Changes Total</b>	<u>(13,718)</u>	<u>(13,718)</u>	<u>(1.50)</u>



**7150: Equipment Services Internal****Public Works**

Public Works' fleet and equipment services costs are budgeted in the Equipment Services Internal fund.

	Change from 2013 Adopted		
	Spending	Financing	FTE
<b><u>Current Service Level Adjustments</u></b>	252,482	146,482	-
Subtotal:	252,482	146,482	-
<b><u>Mayor's Proposed Changes</u></b>			
<b>Sales Tax Exemption</b>			
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. Public Works' estimated equipment services' fund savings are shown here.			
Sales Tax Exemption Savings	(106,000)	-	-
Subtotal:	(106,000)	-	-
<b>Fund 7150 Budget Changes Total</b>	<b>146,482</b>	<b>146,482</b>	<b>-</b>

**7200: Services and Supplies Internal****Public Works**

The Services and Supplies Internal fund includes budgets for engineering staff responsible for planning, design and construction management of major capital projects.

	Change from 2013 Adopted		
	Spending	Financing	FTE
<b><u>Current Service Level Adjustments</u></b>	72,375	(258,896)	-
Subtotal:	72,375	(258,896)	-
<b><u>Mayor's Proposed Changes</u></b>			
<b>Sales Tax Exemption</b>			
During the 2013 legislative session, the State of MN Legislature exempted many purchases made by local governments from the state sales tax. This is expected to result in savings to many city departments. Public Works' estimated services and supplies fund savings are shown here.			
Sales Tax Exemption Savings	(331,271)	-	-
Subtotal:	(331,271)	-	-
<b>Fund 7200 Budget Changes Total</b>	<b>(258,896)</b>	<b>(258,896)</b>	<b>-</b>

**CITY OF SAINT PAUL**  
**Department Budget Summary**  
**(Spending and Financing)**

Department: PUBLIC WORKS

Budget Year: 2014

		2011	2012	2013	2014	Change From
		Actuals	Actuals	Adopted	Adopted	2013 Adopted
<b><u>Spending by Fund</u></b>						
1000	GENERAL FUND	1,866,176	1,987,847	2,376,547	2,407,019	30,472
2200	ASSESSMENT	4,355,206	4,650,788	4,799,400	6,257,574	1,458,174
2250	RIGHT OF WAY MAINTENANCE	35,577,200	35,588,400	37,609,222	37,778,405	169,183
6100	SEWER	56,864,691	68,836,106	72,770,300	69,937,412	(2,832,887)
7100	CENTRAL SERVICES INTERNAL	2,194,947	2,331,041	2,819,936	2,806,218	(13,718)
7150	EQUIPMENT SERVICES INTERNAL	7,148,922	6,734,606	10,053,331	10,199,813	146,482
7200	SERVICES AND SUPPLIES INTERNAL	12,614,400	12,798,239	16,495,918	16,237,021	(258,897)
<b>TOTAL SPENDING BY FUND</b>		<b>120,621,543</b>	<b>132,927,026</b>	<b>146,924,655</b>	<b>145,623,463</b>	<b>(1,301,192)</b>
<b><u>Spending by Major Account</u></b>						
EMPLOYEE EXPENSE		31,788,995	33,152,406	36,035,068	36,047,241	12,173
SERVICES		40,509,102	51,246,608	52,039,357	55,163,307	3,123,950
MATERIALS AND SUPPLIES		17,959,240	15,212,468	18,554,879	17,244,593	(1,310,286)
CAPITAL OUTLAY		5,564,878	6,686,568	16,848,456	17,384,260	535,804
PROGRAM EXPENSE		759,047	2,561,977	800,000	800,000	
DEBT SERVICE		6,192,853	3,133,704	8,257,218	9,218,152	960,934
TRANSFER OUT AND OTHER SPEND		17,847,427	20,933,296	14,389,677	9,765,910	(4,623,767)
<b>TOTAL SPENDING BY MAJOR ACCOUNT</b>		<b>120,621,543</b>	<b>132,927,026</b>	<b>146,924,655</b>	<b>145,623,463</b>	<b>(1,301,192)</b>
<b><u>Financing by Major Account</u></b>						
GENERAL FUND REVENUES		2,542,944	2,615,821	2,924,678	2,890,680	(33,998)
SPECIAL FUND REVENUES						
BUDGET ADJUSTMENTS				14,301,868	10,546,896	(3,754,972)
TAXES		30,097	32,878	31,000	31,000	
LICENSE AND PERMIT		1,561,865	1,422,339	1,483,000	1,469,000	(14,000)
INTERGOVERNMENTAL REVENUE		7,534,394	6,782,375	6,801,208	6,302,123	(499,085)
FEES SALES AND SERVICES		72,156,657	76,254,604	81,800,904	83,241,898	1,440,994
ASSESSMENTS		26,254,689	26,927,800	28,006,360	30,249,877	2,243,517
INTEREST EARNINGS		1,251,708	200,351	80,211	130,509	50,298
DEBT FINANCING				10,459,400	9,210,000	(1,249,400)
TRANSFERS IN OTHER FINANCING		1,427,356	2,087,200	1,584,156	2,035,138	450,982
<b>TOTAL FINANCING BY MAJOR ACCOUNT</b>		<b>112,759,710</b>	<b>116,323,368</b>	<b>147,472,785</b>	<b>146,107,121</b>	<b>(1,365,664)</b>