

## Mission Statement

The Public Works Department serves the public by providing for the construction and maintenance of County roads and bridges; supervising and managing Land Development and Surveying, Solid Waste, and Fleet Services divisions; management of several County Service Areas; the Storm Water Management Program; the Butte Meadows Recreation Grant Program; and emergency response and recovery operations. These services are accomplished in an honest, ethical, transparent, and respectful manner in keeping with the goals of the Butte County Board of Supervisors, and the laws and regulations governing these activities.

## Department Description and Key Issues

The Public Works Department is comprised of four broad program areas defined by their funding sources: General Fund, Transit Fund, Road Fund, and the Neal Road Recycling and Waste Facility (NRRWF) Enterprise Fund.

**General Fund** – The General Fund provides funding for two distinct divisions:

**Public Works General Services** – Includes maintenance and administration of street and safety lighting, stormwater conveyance, and Off-Highway Motor Vehicle Grants in Plumas and Lassen National Forests, and other General Fund related activities.

**Land Division Oversight and Inspection** – Implements the provisions of the Subdivision Map Act by providing oversight on map checking and survey related functions for both the development community and to the department, provides engineering services to review and comment on improvement plan checking associated with private development to comply with County Codes, provides guidance on grading issues, provides parcel clearance reviews for building permits, provides budget preparation and management of some County Service Areas and all Permanent Road Divisions, is responsible for a number of non-operating impact fee funds and provides reporting on programs mandated by the State of California on special district wastewater permits. This fund also administers the Storm Water Management Program for compliance with the State of California National Pollutant Discharge Elimination System (NPDES) Phase II MS4 Permit as well as functioning as the lead division for County flood management.

**Transit Fund** - The Transit Fund is for the County's Transportation Development Act (TDA) claim. TDA claim is managed by the Butte County Association of Governments (BCAG) to provide transit services to the incorporated and unincorporated communities in Butte County, and is distributed to local agencies based on population and sales tax estimates. Historically, the funds were provided to each local agency and then a portion provided to BCAG for transit administration based on historical ridership and the size of the service area. This year, the BCAG distribution will be done prior to receipt to the department, which is why there is a reduction to the Transit Fund Revenue compared to the prior years. The overall distribution values are proportionally similar to previous years.

**Road Fund** - The Road Fund provides funding for all Butte County road and bridge construction and maintenance projects. Construction projects are primarily funded by State and federal grant revenue sources, while maintenance projects are primarily funded by ongoing Highway User Tax Account (HUTA) revenues, Regional Surface Transportation Program Federal Exchange

funds, Road Maintenance and Rehabilitation Account (RMRA) revenues, encroachment permits, and unexpended Transit Funds. The Road Fund is anticipated to remain stable in the coming years due to the steady revenue stream from SB1 and the correlating road projects. In addition, the Road Fund provides vehicle and equipment services to Butte County departments and receives reimbursement from these departments.

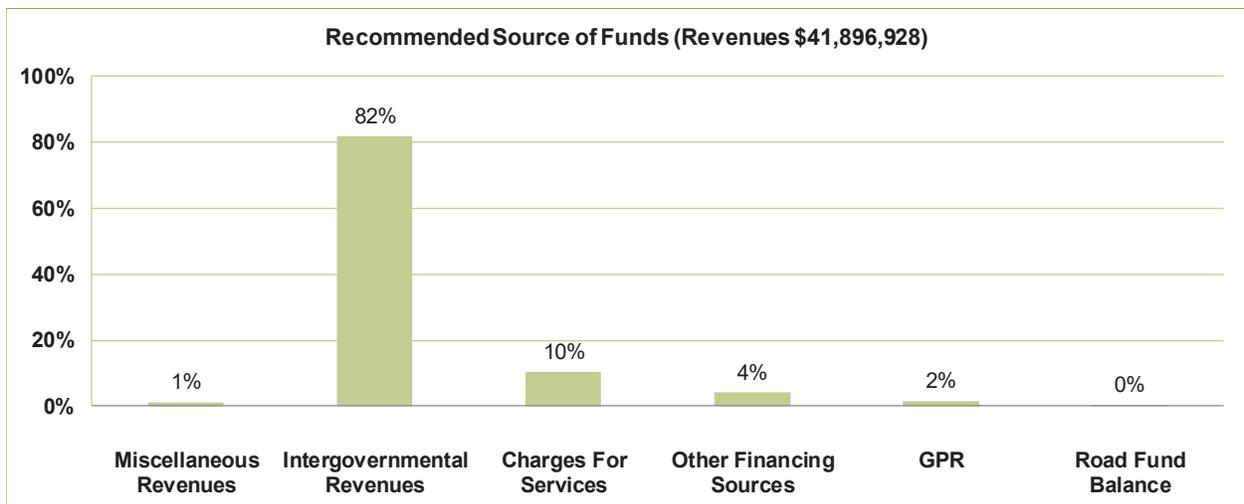
The Butte County Road Commissioner (Director of Public Works) is declaring its intention to use the statutory authority set forth in Public Contract Code Section 22031. This will allow the Department of Public Works to use force account work for new road construction or reconstruction not to exceed 30% of Table 12 of the State Controller's Office Annual Streets and Roads Report.

**Neal Road Recycling and Waste Facility** - The Waste Management Division of Public Works operates the Neal Road Recycling and Waste Facility (NRRWF); provides for the management of municipal solid waste, household hazardous and universal waste; conducts illegal dumping investigations and solid waste code enforcement activities; conducts tire enforcement inspections under a State grant; provides education and outreach for recycling programs; interacts with State agencies responsible for regulating waste; administers the County solid waste and recycling franchise agreements and regulates the performance of franchised waste haulers; and coordinates with local jurisdictions on waste management issues as related to the Butte County Integrated Waste Management Plan. The NRRWF full summary and budget can be found elsewhere as their own separate summary document.

PUBLIC WORKS BUDGET				
	2017-18 Actuals	2018-19 Adopted	2019-20 Requested	2019-20 Recommended
Licenses, Permits and Franchises	94,748	95,000	110,000	110,000
Fines, Forfeitures, and Penalties	5,635	10,000	10,000	10,000
Use of Money and Property	34,234	69,000	104,000	104,000
Intergovernmental Revenues	16,013,530	30,844,131	34,261,330	34,261,330
Charges For Services	3,048,166	2,846,553	4,365,969	4,365,969
Miscellaneous Revenues	64,715	90,600	527,100	527,100
Other Financing Sources	2,176,718	1,348,692	1,712,326	1,712,326
<b>Total Revenues</b>	<b>\$ 21,437,746</b>	<b>\$ 35,303,976</b>	<b>\$ 41,090,725</b>	<b>\$ 41,090,725</b>
Salaries and Employee Benefits	8,428,589	8,994,867	9,520,872	9,520,872
Services and Supplies	9,531,165	23,651,860	25,684,437	25,684,437
Other Charges	1,740,060	1,822,561	1,794,955	1,794,955
Capital Assets	384,221	755,543	2,065,000	2,065,000
Other Financing Uses	1,300,993	1,307,653	1,790,287	1,790,287
Appropriation for Contingency	-	1,000,000	1,000,000	1,000,000
Special Items	35,847	25,948	41,377	41,377
<b>Total Expenditures</b>	<b>\$ 21,420,875</b>	<b>\$ 37,558,432</b>	<b>\$ 41,896,928</b>	<b>\$ 41,896,928</b>
Net Costs/Use of Fund Balance - Total	\$ (16,871)	\$ 2,254,456	\$ 806,203	\$ 806,203
Net Costs/Use of Fund Balances - Gen. Fund	\$ 636,117	\$ 642,385	\$ 651,502	\$ 651,502
Net Costs/Use of Fund Balances - Road Fund	\$ (396,422)	\$ 1,612,071	\$ 154,701	\$ 154,701
Net Costs/Use of Fund Balances - Transit Fund	\$ (256,566)	\$ -	\$ -	\$ -

**Source of Funds (Revenues)**

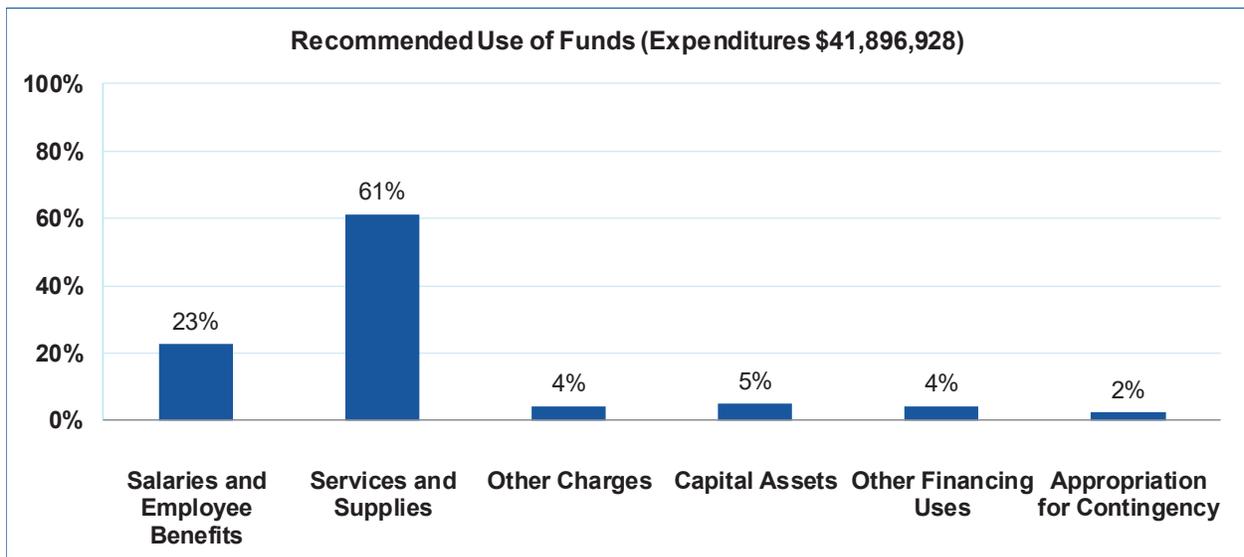
- Intergovernmental revenues, from the State and federal governments, are the largest revenue sources for the department.
- Charges for services include payments from other funds for vehicle maintenance, planning and engineering, and other professional services.
- Other financing sources include transfers from non-operating funds that hold revenues restricted by State law, including impact fees, survey monument fees, and transit funding.
- General purpose revenue (GPR) provides funding for land-use programs that cannot be funded by the Road Fund or the Transit Fund.
- Miscellaneous revenue includes insurance proceeds, refunds on fuel expenses, sales of capital assets, and sales of right-of-ways. This includes insurance proceeds from equipment that burned in the Camp Fire.
- Road Fund balance is the use of carryover fund balance from the previous fiscal year.



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**Use of Funds (Expenditures)**

- Services and supplies is the largest expenditure category for the department. This includes contracts for services, such as road and bridge construction projects. This also includes fuel, road maintenance materials, tools, and training.
- Salaries and benefits make up approximately one-fourth of the department’s budget.
- Capital assets include the purchases of heavy machinery and equipment.
- Other financing uses include a transfer from the Transit Fund to the Road Fund for road projects, pursuant to the County’s annual TDA claim.
- Other charges include costs for support services provided to the Road Fund and Transit Fund by Administration, Auditor-Controller, County Counsel, General Services, Human Resources, Information Systems, and Treasurer. They also include transfers to other funds for services provided to Public Works, such as inmate road crews from the Sheriff’s Office, Active Transportation Program work by the Public Health Department, and plan reviews by the Department of Development Services.
- Appropriation for contingencies is to pay for any emergency repairs and to address uncertainties of State transportation funding.



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## Summary of Budget Request and Recommendation

### Salaries & Employee Benefits

#### Requested

- The department budget request includes funding for the addition of 1.0 Information Systems Technician position.

#### Recommended

- The recommendation includes funding for the requested addition of 1.0 position.

#### Full Time Equivalent

Position Allocations	Total
2015-16 Adopted Positions	111.00
2016-17 Adopted Positions	111.00
2017-18 Adopted Positions	111.00
2018-19 Adopted Positions	113.00
2018-19 Current Positions *	115.00
2019-20 Recommended Positions	116.00

\*As of 4/9/2019

Excludes positions allocated to the Neal Road Recycling and Waste Facility

### Services & Supplies

#### Requested

- The department budget request includes funding to complete various road and bridge projects. The funding level varies year to year, depending on the number and types of road and bridge projects.

#### Recommended

- The recommendation includes funding for the requested services and supplies.

### Capital Assets

#### Requested

- The department budget request includes funding for a variety of capital assets necessary to maintain the current operation levels, comply with the California Air Resources Board requirements to replace certain diesel-power equipment, and complete the various road and bridge projects. Requested capital assets include:
  - Chemical Storage Building
  - Stencil Truck (Replacement)
  - Excavator with Masticator
  - Tilt Trailer for Mower/Blower
  - 2 Crew Trucks (Replacement)
  - Pickup Truck
  - Large Sander Box
  - Hydraulic Truck Conveyer Shoulder Machine
  - Asphalt Hot Box Paving Trailer
  - Roller (Replacement)

- 2 Three-Yard Dump Trucks (Replacement)
- Five-Yard Dump Truck (Replacement)
- Backhoe (Replacement)
- 2 Message Boards (Replacement)
- Grader (Replacement)
- Transfer Truck (Replacement)

**Recommended**

- The recommendation includes funding for the requested capital assets.

BUTTE COUNTY  
 FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT  
 GOVERNMENTAL FUNDS  
 FISCAL YEAR 2019-20

BUDGET UNIT: 530 - PW - GENERAL FUND  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: PROTECTION INSPECTION  
 FUND: 0010 - GENERAL FUND

Detail by Revenue Category and Expenditure Object	2017-18 Actual	2018-19 Estimated	2019-20 Requested	2019-20 Recommended	2019-20 Adopted by Board of Supervisors
1	2	3	4	5	6
<b>REVENUES</b>					
450 INTERGOVERNMENTAL REVENUES	65,163	522,000	227,000	227,000	-
460 CHARGES FOR SERVICES	147,051	160,100	150,700	150,700	-
470 MISCELLANEOUS REVENUE	215	400	-	-	-
480 OTHER FINANCING SOURCES	450,000	14,039	14,039	14,039	-
<b>TOTAL REVENUES</b>	<b>\$662,429</b>	<b>\$696,539</b>	<b>\$391,739</b>	<b>\$391,739</b>	<b>-</b>
<b>EXPENDITURES/APPROP.</b>					
510 SALARIES & EMPLOYEE BENE	533,764	558,533	540,635	540,635	-
520 SERVICES & SUPPLIES	110,652	588,125	298,995	298,995	-
550 OTHER CHARGES	618,283	166,318	162,234	162,234	-
590 SPECIAL ITEMS	35,847	25,948	41,377	41,377	-
<b>TOTAL EXPENDITURES/APPROP.</b>	<b>\$1,298,547</b>	<b>\$1,338,924</b>	<b>\$1,043,241</b>	<b>\$1,043,241</b>	<b>-</b>
<b>NET COSTS/USE OF FUND BALANCE</b>	<b>\$636,117</b>	<b>\$642,385</b>	<b>\$651,502</b>	<b>\$651,502</b>	<b>-</b>

**BUTTE COUNTY**  
**DETAIL OF BUDGET UNIT BY DIVISION**  
**BUDGET UNIT: 530 - PUBLIC WORKS GENERAL FUND**  
**FUND: 0010 - GENERAL FUND**

Detail by Division	2017-18 Actual	2018-19 Estimated	2019-20 Requested	2019-20 Recommended	2019-20 Adopted by the Board of Supervisors
1	2	3	4	5	6

**REVENUES BY DIVISION**

5301 PW-BUTTE MDWS GRANT DIV	65,163	522,000	227,000	227,000	-
5302 PW-SUBDIV INSPECT DIV	147,266	174,539	164,739	164,739	-
5303 PW-ADMIN DIV	450,000	-	-	-	-

<b>TOTAL REVENUES</b>	<b>\$662,429</b>	<b>\$696,539</b>	<b>\$391,739</b>	<b>\$391,739</b>	<b>-</b>
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**EXPENDITURES/APPROPRIATIONS BY DIVISION**

5301 PW-BUTTE MDWS GRANT DIV	81,127	527,477	233,374	233,374	-
5302 PW-SUBDIV INSPECT DIV	656,053	702,600	699,739	699,739	-
5303 PW-ADMIN DIV	561,367	108,847	110,128	110,128	-

<b>TOTAL EXPENDITURES/APPROPRIATIONS</b>	<b>\$1,298,547</b>	<b>\$1,338,924</b>	<b>\$1,043,241</b>	<b>\$1,043,241</b>	<b>-</b>
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**NET COSTS/USE OF FUND BALANCE**

5301 PW-BUTTE MDWS GRANT DIV	15,964	5,477	6,374	6,374	-
5302 PW-SUBDIV INSPECT DIV	508,787	528,061	535,000	535,000	-
5303 PW-ADMIN DIV	111,367	108,847	110,128	110,128	-

<b>TOTAL NET COSTS/USE OF FUND BALANCE</b>	<b>\$636,117</b>	<b>\$642,385</b>	<b>\$651,502</b>	<b>\$651,502</b>	<b>-</b>
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BUTTE COUNTY  
 FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT  
 GOVERNMENTAL FUNDS  
 FISCAL YEAR 2019-20

BUDGET UNIT: 531 - TRANSIT  
 FUNCTION: PUBLIC WAYS & FACILITIES  
 ACTIVITY: TRANSP SYSTEMS  
 FUND: 0131 - TRANSIT-LOCAL TRANP

Detail by Revenue Category and Expenditure Object	2017-18 Actual	2018-19 Estimated	2019-20 Requested	2019-20 Recommended	2019-20 Adopted by Board of Supervisors
1	2	3	4	5	6
<b>REVENUES</b>					
440 USE OF MONEY & PROPERTY	(1,351)	5,000	5,000	5,000	-
450 INTERGOVERNMENTAL REVENUES	2,704,774	2,953,400	1,685,766	1,685,766	-
<b>TOTAL REVENUES</b>	<b>\$2,703,423</b>	<b>\$2,958,400</b>	<b>\$1,690,766</b>	<b>\$1,690,766</b>	<b>-</b>
<b>EXPENDITURES/APPROP.</b>					
520 SERVICES & SUPPLIES	1,143,308	1,641,264	4,690	4,690	-
550 OTHER CHARGES	2,556	9,483	5,789	5,789	-
570 OTHER FINANCING USES	1,300,993	1,307,653	1,680,287	1,680,287	-
<b>TOTAL EXPENDITURES/APPROP.</b>	<b>\$2,446,857</b>	<b>\$2,958,400</b>	<b>\$1,690,766</b>	<b>\$1,690,766</b>	<b>-</b>
<b>NET COSTS/USE OF FUND BALANCE</b>	<b>(\$256,566)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

BUTTE COUNTY  
 FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT  
 GOVERNMENTAL FUNDS  
 FISCAL YEAR 2019-20

BUDGET UNIT: 532 - PW-ROADS-CONTINGENCY  
 FUNCTION: PUBLIC WAYS & FACILITIES  
 ACTIVITY: PUBLIC WAYS  
 FUND: 0030 - ROAD OPERATIONS FUND

Detail by Revenue Category and Expenditure Object	2017-18 Actual	2018-19 Estimated	2019-20 Requested	2019-20 Recommended	2019-20 Adopted by Board of Supervisors
1	2	3	4	5	6
<b>EXPENDITURES/APPROP.</b>					
580 APPROP FOR CONTINGENCY	-	1,000,000	1,000,000	1,000,000	-
<b>TOTAL EXPENDITURES/APPROP.</b>	-	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	-
<b>NET COSTS/USE OF FUND BALANCE</b>	-	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	-

BUTTE COUNTY  
 FINANCING SOURCES AND USES BY BUDGET UNIT BY OBJECT  
 GOVERNMENTAL FUNDS  
 FISCAL YEAR 2019-20

BUDGET UNIT: 533 - PUBLIC WORKS - ROADS  
 FUNCTION: PUBLIC WAYS & FACILITIES  
 ACTIVITY: PUBLIC WAYS  
 FUND: 0030 - ROAD OPERATIONS FUND

Detail by Revenue Category and Expenditure Object	2017-18 Actual	2018-19 Estimated	2019-20 Requested	2019-20 Recommended	2019-20 Adopted by Board of Supervisors
1	2	3	4	5	6
<b>REVENUES</b>					
420 LICENSE,PERMTS & FRANCHS	94,748	95,000	110,000	110,000	-
430 FINES,FORFEITURES & PNLTY	5,635	10,000	10,000	10,000	-
440 USE OF MONEY & PROPERTY	35,585	64,000	99,000	99,000	-
450 INTERGOVERNMENTAL REVENUES	13,243,593	27,368,731	32,348,564	32,348,564	-
460 CHARGES FOR SERVICES	2,901,115	2,686,453	4,215,269	4,215,269	-
470 MISCELLANEOUS REVENUE	64,500	90,200	527,100	527,100	-
480 OTHER FINANCING SOURCES	1,726,718	1,334,653	1,698,287	1,698,287	-
<b>TOTAL REVENUES</b>	<b>\$18,071,894</b>	<b>\$31,649,037</b>	<b>\$39,008,220</b>	<b>\$39,008,220</b>	<b>-</b>
<b>EXPENDITURES/APPROP.</b>					
510 SALARIES & EMPLOYEE BENE	7,894,825	8,436,334	8,980,237	8,980,237	-
520 SERVICES & SUPPLIES	8,277,205	21,422,471	25,380,752	25,380,752	-
550 OTHER CHARGES	1,119,221	1,646,760	1,626,932	1,626,932	-
560 CAPITAL ASSETS					
EQUIPMENT	384,221	755,543	1,915,000	1,915,000	-
BUILDING/ IMPROVEMENTS	-	-	150,000	150,000	-
TOTAL Capital Assets	\$384,221	\$755,543	\$2,065,000	\$2,065,000	-
570 OTHER FINANCING USES	-	-	110,000	110,000	-
<b>TOTAL EXPENDITURES/APPROP.</b>	<b>\$17,675,472</b>	<b>\$32,261,108</b>	<b>\$38,162,921</b>	<b>\$38,162,921</b>	<b>-</b>
<b>NET COSTS/USE OF FUND BALANCE</b>	<b>(\$396,422)</b>	<b>\$612,071</b>	<b>(\$845,299)</b>	<b>(\$845,299)</b>	<b>-</b>

**FUND-0030 ROAD FUND  
Budget Units 5320 & 5330  
FISCAL YEAR 2019-20**

**BUDGET SUMMARY**

Budgetary Assigned Fund Balance	119,701	Appropriations	39,162,921
Estimated Revenues	39,008,220		
Other Financing Sources-Interest	35,000		
Total	<u>39,162,921</u>		<u>39,162,921</u>

**DETAIL OF ESTIMATED REVENUES**

420 PERMITS	110,000
430 JUDGMENTS	10,000
440 REVENUE FROM ASSETS	99,000
450 REVENUE FROM GOVERNMENT AGENCIES	
451 State Revenue	17,343,631
452 Federal Revenue	15,004,933
460 REIMBURSEMENT FOR SERVICES	4,215,269
470 OTHER REVENUES	77,100
480 TRANSFERS	
481 Capital Assets Sold	2,000
482 Other Transfers-TDA, Insurance	2,130,287
484 Auction Proceeds	16,000
<b>TOTAL</b>	<b><u>39,008,220</u></b>

**DETAIL OF REQUIREMENTS**

**Function: Public Ways and Facilities**

**Activity: Public Ways**

**Budget Unit Charge Code: 5320000 & 5330000 Road Construction and Maintenance**

**Objects**

510 Salaries and Benefits	8,980,237
520 Services and Supplies	25,380,752
550 Other Charges	1,736,932
560 Capital Assets	2,065,000
570 Transfers	
580 Appropriation for Contingencies	1,000,000
<b>TOTAL</b>	<b><u>39,162,921</u></b>

**FUND-0030 ROAD FUND  
Budget Units 5320 & 5330  
FISCAL YEAR 2019-20**

**PROPOSED WORK PROGRAM**

<b>ADMINISTRATION</b>		1,893,522
<b>ROAD PROJECTS:</b>		
Hegan Ln Reconstruction Phase 2	2,111,592	
Skyway Guardrail Replacement Project	385,500	
Centerville Rd Embankment Repair	2,874,676	
Centerville Rd Below Nimshew Emergency Repair	1,850,000	
Oroville Quincy Hwy Storm Repairs	2,545,000	
Las Plumas - South Oroville Safe Routes to School	2,715,000	
Bike Lanes Monte Vista between Lincoln Blvd and Lower Wyandotte	30,000	
Cohasset Guardrail Replacement Project	1,000,000	
Autrey Lane Pedestrian Improvements Engineering	50,000	
Durham Dayton Curb, Gutter, Sidewalk	20,000	
Bidwell Ave Erosion Repair	530,000	
Foothill Blvd Overlay	1,000,000	
Misc. Storm Repairs	200,000	
Misc. Camp Fire Road Dmg. Repairs	700,000	
ADA Upgrades	50,000	
<b>BRIDGE PROJECTS:</b>		
Midway @ Butte Creek Prelim Engineering	410,000	
Midway @ Butte Creek Construction	4,025,000	
Ord Ferry Rd @ Little Chico Creek	415,000	
Central House Rd @ Wyman Ravine	210,000	
E. Rio Bonito Rd @ Sutter Butte Canal	80,000	
E. Rio Bonito Rd @ Hamilton Slough	80,000	
Deck Sealing Locations Identified in Bridge Preventative Maintenance	60,000	
East Gridley Road @ Feather River - Scour Countermeasure Project	60,000	
Skyway @ Magalia Dam - Deck Overlay	85,000	
<b>TOTAL PROJECTS</b>		21,486,768
<b>ROAD AND BRIDGE MAINTENANCE</b>		8,652,362
<b>EQUIPMENT ACQUISITION</b>		1,915,000
<b>NON-ROAD REIMBURSABLE WORK</b>		4,215,269
<b>ROAD FUND APPROPRIATION FOR CONTINGENCIES</b>		1,000,000
<b>TOTAL REQUIREMENTS</b>		39,162,921