

Public Works

Department Head: Roger M. Irvin, Public Works Director

Location: Avery Complex
360 SW Avery Avenue
Corvallis

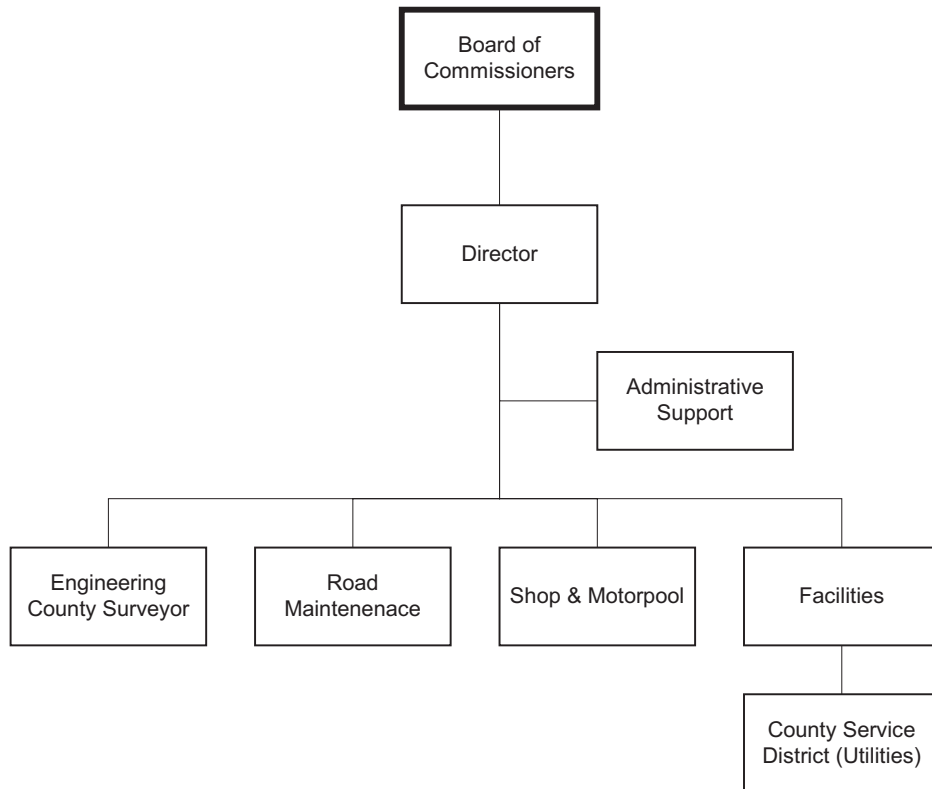
Telephone: (541) 766-6821

FAX: (541) 766-6891

Mission: Keep our community accessible, safe, and environmentally responsible by meeting daily needs with efficient road and transportation systems, rural utility services, public facilities, and land use services.

Organization: The Board of Commissioners appoints the Director. The Roads Advisory Committee, Special Transportation Advisory Committee, Bicycle Advisory Committee and the Environmental Issues Advisory Committee meet regularly to provide citizen input. Various other committees or boards meet intermittently or as needed for County service districts or special Public Work's projects.

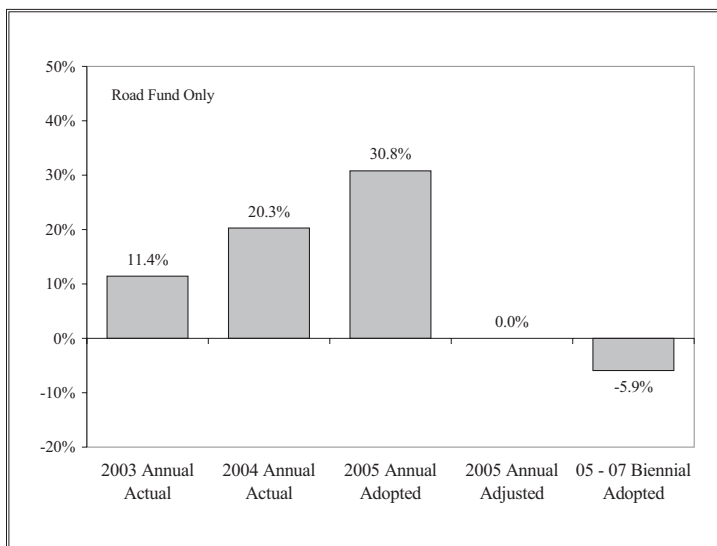
The Department is divided into seven operating areas involving five funds plus four service districts funds that have utility services. The department also manages activities of four service districts. Each service district is a separate municipal corporation and are budgeted and financed separately from county operations and budgets. (Service district budgets are not included in the proposed version of this document.)



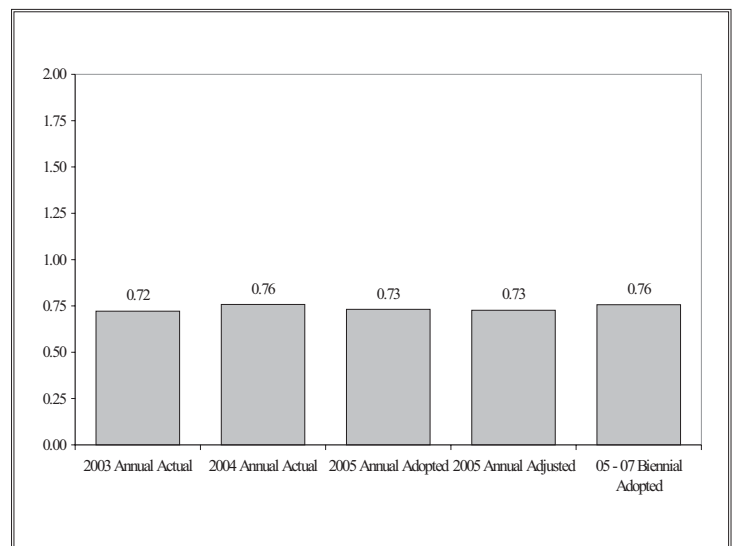
Budget Summary

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues	-	993	-	-	-
Charges for Service	4,426,168	4,032,895	3,843,939	3,843,939	9,061,494
Operating Grants/Contributions	4,333,588	4,237,543	4,875,275	5,000,275	10,193,789
Capital Grants/Contributions	292,435	1,749,483	2,735,360	2,735,360	3,269,607
Internal Fund Transfers	162,871	178,800	168,047	168,047	190,000
Loans	6,948	7,301	57,274	57,274	101,010
Dedicated Beginning Balance	2,789,733	3,115,931	2,789,265	2,789,265	3,115,428
Capital Beginning Balance	328,643	347,978	466,225	466,225	949,086
Total Program Income	12,340,385	13,670,923	14,935,385	15,060,385	26,880,414
Personal Services	3,253,891	3,472,013	3,825,567	3,825,567	8,749,326
Materials & Services	4,366,578	4,496,761	5,203,047	5,203,047	10,768,722
Capital Outlay	1,111,487	1,992,367	3,603,407	3,728,407	5,164,737
Other	144,520	-	2,303,364	2,303,364	2,197,629
Total Expenditures	8,876,476	9,961,141	14,935,385	15,060,385	26,880,414
Surplus / (Deficit)	3,463,909	3,709,782	-	-	-
Fund Summary					
Road	4,998,934	6,013,381	8,363,079	8,363,079	15,072,196
Corner Preservation	149,217	182,521	464,000	464,000	605,000
Intragovernmental Services	2,980,689	2,853,618	4,054,126	4,054,126	7,997,131
Road Improvement	-	-	577,160	577,160	478,950
Enterprise Fund	-	-	143,639	143,639	264,444
Special Transportation	747,637	911,620	1,333,381	1,458,381	2,462,693
Total Budget by Fund	8,876,476	9,961,141	14,935,385	15,060,385	26,880,414
Full Time Equivalent (FTE)	57.01	56.90	55.15	55.15	56.65
Temporary Hire Equivalent (FTE)	NA	3.66	3.76	3.76	5.19

Annual Change in Budget (Biennial value based on average annual value)



Employees per 1,000 population



Overview

Department Head Message

As expected, activity in most programs remained very high during 2004 due to success in obtaining grants, high demand from county departments, and increases in contracts with other agencies. Dedicated funding for road maintenance remains flat. This translates into an actual decline in buying power as we experience increases in fuel, asphalt, and building material costs. In addition to continuing to take advantage of funding opportunities, the department will continue the strategy of holding large capital investments to the end of the annual fiscal period to insure that funding is available and a prudent carryover can be maintained.

A large storm event early in the year strained the road fund with exceptional costs for emergency response. This resulted in decreases in other planned maintenance activities but 20 miles of road were still chip sealed and 2.5 miles were overlaid. This is the second year of increased pavement maintenance. The additional effort in surface maintenance has slowed the decline in pavement condition but still leaves a multi-million dollar unmet need in this area. Conversely, the bridge system has improved due to the high number of grant projects in recent years.

Partnerships increased in 2004 with increased coordination with the City of Corvallis in vehicle maintenance and fuel purchasing. By working with the County Parks Department, showers were added to the Salmonberry Campground and pedestrian and vehicular access improved to the Fitton Green Open Space. A portion of the Public Service Building was remodeled to function as a Federally Qualified Health Clinic, security was upgraded in the Courthouse, and a maintenance management plan adopted for the Fairgrounds produced significant electrical improvements to the facility. The Special Transportation Program provided over 64,000 rides to senior and disabled citizens and initiated service between Corvallis and Albany.

The department expects to maintain operation and maintenance levels in all programs through the first year of the 05-07 biennium. The second year will likely require reductions in pavement expenditures in the road fund due to dedicated revenues falling short of increased costs for all materials and contracted services. It is expected that grants will become more difficult to obtain as the most serious problems are addressed. The Motor Pool and Facilities programs will be stable both years of the biennium. The Special Transportation program relies entirely on state and federal funding. Any reductions from those sources would seriously affect service. Within this financial climate, the department will strive to maintain service levels; however, if required services need to be reduced, it will be done strategically through consultation with advisory committees and a very committed staff to minimize impacts on the whole transportation system.

Department Administration

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues					
Charges for Service	148,190	270,831	327,000	327,000	724,000
Operating Grants/Contributions	3,251,275	3,657,514	3,572,889	3,572,889	7,352,150
Capital Grants/Contributions					
Internal Fund Transfers	-	-	-		-
Loans	-	-	-		-
Dedicated Beginning Balance	907,768	984,068	773,316	773,316	544,567
Capital Beginning Balance					
Total Program Income	4,307,232	4,912,414	4,673,205	4,673,205	8,620,717
Expenditures					
Personal Services	444,743	470,002	524,525	524,525	1,162,690
Materials & Services	90,489	94,690	116,419	116,419	228,125
Capital Outlay	-	-	2,500	2,500	3,000
Other	-	-	95,316	95,316	-
Total Expenditures	535,232	564,692	738,760	738,760	1,393,815
Surplus/(Deficit)	3,772,000	4,347,722	3,934,445	3,934,445	7,226,902
Full Time Equivalent (FTE)	NA	NA	7.4	7.4	7.65
Temporary Hire Equivalent (FTE)	NA	NA	0.5	0.5	0.88

Purpose: Manages and coordinates overall department services and activities, personnel, materials and equipment, regulatory and safety compliance, partnership agreements, and capital improvement program toward achieving Department's mission and goals. This includes accounts receivable, payable, cost accounting, correspondence, scanning, indexing and filing documents and providing reception for three county departments.

Accomplishments

- Added and entered into the IRIS Vegetation module
- Assisted in the organization of the Metropolitan Planning Organization (MPO)
- Completed the formation and construction of the South Third County Service District
- Made efficiencies in time sheet and cost accounting procedures

Performance Measures

Measure	2000	2001	2002	2003	2004
Number of workdays from month-end to closure of cost accounting (# days, goal is 10)	36	9	7.5	7	11
Percent of employees with more than 40 hours of training in the year	71.25%	73%	63%	54%	59%
Grievances and Personnel Incidents successfully resolved at or below step 2 (% of Total)	100%	100%	100%	100%	100%
Monthly charge accounts paid within 30 days (% of accounts)	100%	85%	80%	100%	100%
Average Number of Accounts Receivable more than 30 days overdue (# of accounts)	21	15	20	10	20

Objectives

- Continue scanning current and old documents
- Update the Public Works Strategic Plan
- Add IRIS modules as they become available for management of maintenance, & accounting functions
- Maintain level of administrative support for increased workload
- Assisted in the organization of the Metropolitan Planning Organization (MPO)
- Coordinate with other departments and divisions, supporting their operations and projects.

Engineering Services

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues	-	993	-	-	-
Charges for Service	117,315	118,675	87,522	87,522	207,294
Operating Grants/Contributions	-	-	1,000	1,000	122,000
Capital Grants/Contributions	-	-	-	-	-
Internal Fund Transfers	-	-	-	-	-
Loans	-	-	-	-	-
Dedicated Beginning Balance	-	-	-	-	17,515
Capital Beginning Balance	-	-	-	-	-
Total Program Income	117,315	119,668	88,522	88,522	346,809
Personal Services	487,623	549,538	592,344	592,344	1,443,186
Materials & Services	146,651	164,657	159,655	159,655	314,181
Capital Outlay	4,525	-	5,000	5,000	22,000
Other	-	-	61,605	61,605	18,465
Total Expenditures	638,799	714,195	818,604	818,604	1,797,832
Surplus/(Deficit)	(521,484)	(594,527)	(730,082)	(730,082)	(1,451,023)
Full Time Equivalent (FTE)	NA	NA	7.55	7.55	8.55
Temporary Hire Equivalent (FTE)	NA	NA	1.58	1.58	2.63

Purpose: Provide engineering and survey services for the construction, maintenance, and operation of the county roads and transportation systems, rural utilities, county facilities, and other infrastructure needs; maintain road information system and geographic evidence records; provide support for department environmental programs; provide quality customer service related to engineering and surveying, and the review of land development projects.

Accomplishments:

- Completed the construction & relocation of Llewellyn Bridge
- Completed a feasibility study and applied for a grant for the Rails with Trails Project
- Completed engineering and surveying for 4 fish passage culvert projects.
- Completed the South Third County Service District Sewer Project
- Completed the design, permitting & construction specifications for the intersection of Turner Road and Orchard Tract Road
- Completed the design, permitting, construction specifications, contract documents, & bidding for the Harris Road Covered Bridge Project

Performance Measures:

Measure	98-99	99-00	01-02	02-03	03-04
Completion of annual project and program goals (%)		100%	88%	100%	100%
Oversized truck permit reviews completed on time		100%	100%	100%	100%
Final plats reviewed and signed within 2 weeks of final submittal (%)	100%	100%	100%	100%	100%
Survey Records checked and returned to private surveyor within 30 days	100%	100%	100%	100%	100%

Objectives

- Complete construction of the Harris Road Covered Bridge
- Construct 2 bridges on Bellfountain Road (Oliver Creek)
- Oil mat South Fork Road
- Construct SW 53rd Street
- Design, permit and build Seavy Avenue Bridge
- Construct Long Road Bridge and Stow Pit Bridge
- Design 19th Street in Philomath

Road Maintenance

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues					
Charges for Service	833,345	205,404	409,530	409,530	910,301
Operating Grants/Contributions	24,244	16,317	3,000	3,000	6,000
Capital Grants/Contributions	-	-	-	-	-
Internal Fund Transfers	40,000	40,000	40,000	40,000	106,000
Loans	-	-	-	-	-
Dedicated Beginning Balance	-	-	-	-	-
Capital Beginning Balance	-	-	-	-	-
Total Program Income	897,589	261,721	452,530	452,530	1,022,301
Personal Services	1,283,490	1,401,557	1,553,264	1,553,264	3,450,058
Materials & Services	1,993,258	2,110,560	2,350,429	2,350,429	4,297,441
Capital Outlay	24,205	55,533	28,500	28,500	84,160
Other	-	-	145,940	145,940	30,000
Total Expenditures	3,300,952	3,567,649	4,078,133	4,078,133	7,861,659
Surplus/(Deficit)	(2,403,364)	(3,305,928)	(3,625,603)	(3,625,603)	(6,839,358)
Full Time Equivalent (FTE)	NA	NA	23.00	23.00	22.25
Temporary Hire Equivalent (FTE)	NA	NA	0.25	0.25	0.25

Purpose: Maintain safe and efficient roadways, bikeways, roadsides, and drainage ways with sensitivity to public concerns, environmental impacts, and adjacent property owners. Maintain the safety and integrity of the road system to the best of our ability and within our resources.

Accomplishments

- Install 5 large fish passage culverts: Blakesley Creek, Beaver Creek & Henderson Roads
- Performed 10 improvement projects at State Highway and County Road intersections
- Restore Dawson Bridge on Reese Creek
- Performed a total of 27 miles of hard surface improvements
- Performed approach work on 2 bridges
- Relocated existing Llewellyn Road Bridge to McDonald Forest

Performance Measures

Road Measures	99-00	00-01	01-02	02-03	03-04
Bridges with weight restrictions (Ratio)	8/103	7/103	7/100	5/100	5/98
Percent bridges in good condition (sufficiency rating >70) (Sufficiency rating formula changed by ODOT in 1999)	73%*	74%	73%	78%	76.5
Miles of pavement sealed	8.20	18.0	8.5	9	17.99
Miles of structural pavement overlays	1.90	0	0.84	0	8.14
Safety Measures	2000	2001	2002	2003	2004
Ratio of injury accidents reported vs. total county PW and contract labor FTE in the calendar year.	3/62	4/60	5/60	7/60	2/60

Objectives

- Perform 4.8 miles of overlays and 18.3 miles of chip seals
- Reconstruct intersections on Marys River Road at Summit Highway and Hoskins Road
- Construct hard surface on Marys River Road
- Replace wooden bridge with concrete at Stow Pit and Reconstruct Seavy Avenue Bridge
- Install 4 fish passage culverts in Lobster Valley/Alea

Capital Projects

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues					
Charges for Service	66,640	-	-	-	356,000
Operating Grants/Contributions	376,278	-	-	-	-
Capital Grants/Contributions	161,257	1,448,854	1,847,180	1,847,180	3,223,800
Internal Fund Transfers	114,871	138,800	33,500	33,500	84,000
Loans	6,948	7,301	7,274	7,274	1,010
Dedicated Beginning Balance	1,029,999	1,095,126	1,260,868	1,260,868	1,417,559
Capital Beginning Balance	-	-	-	-	-
Total Program Income	1,755,992	2,690,080	3,148,822	3,148,822	5,082,369
Expenditures					
Personal Services	-	-	-	-	-
Materials & Services	923	447	1,956	1,956	4,090
Capital Outlay	523,027	1,166,398	2,529,980	2,529,980	3,789,800
Other	-	-	195,646	195,646	225,000
Total Expenditures	523,950	1,166,845	2,727,582	2,727,582	4,018,890
Surplus/(Deficit)	1,232,042	1,523,235	421,240	421,240	1,063,479
Full Time Equivalent (FTE)	NA	NA	0.00	0.00	0.00
Temporary Hire Equivalent (FTE)	NA	NA	0.00	0.00	0.00

Purpose: Hold funds for capital projects including road overlays and bridge reconstruction or replacement.

Accomplishments

- See Road Maintenance and Engineering program.

Objectives

- See adopted 2006 Capital Improvement Plan

Land Corner Preservation

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues	-	-	-	-	-
Charges for Service	210,045	206,555	160,000	160,000	270,000
Operating Grants/Contributions	5,628	4,554	4,000	4,000	10,000
Capital Grants/Contributions	-	-	-	-	-
Internal Fund Transfers	-	-	-	-	-
Loans	-	-	-	-	-
Beginning Balance	280,134	346,590	300,000	300,000	325,000
Capital Beginning Balance	-	-	-	-	-
Total Program Income	495,807	557,699	464,000	464,000	605,000
Personal Services	112,446	111,832	131,208	131,208	300,928
Materials & Services	33,770	37,194	55,268	55,268	112,990
Capital Outlay	3,000	33,495	2,000	2,000	4,000
Other	-	-	275,524	275,524	187,082
Total Expenditures	149,217	182,521	464,000	464,000	605,000
Surplus/(Deficit)	346,590	375,178	-	-	-
Full Time Equivalent (FTE)	NA	NA	1.70	1.70	1.70
Temporary Hire Equivalent (FTE)	NA	NA	0.25	0.25	0.25

Purpose: Provide for government corner preservation and restoration services.

Accomplishments:

- Indexed and scanned approximately 400 corner records into GIS format
- Remonumented 61 Government corners
- Provided support to public works in other survey and design related activities

Performance Measures

Performance Measure	99-00	00-01	01-02	02-03	03-04
Number of corners restored and recorded	47	56	57	48	61
Percentage of total 4,000 Government corners remonumented to date	23%	24%	25%	27%	28%

Objectives

- Remonument 60 Government corners & histories annually
- Provide support to public works in other survey and design related activities
- Provide corner information on the county web page

Special Transportation

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues	-	-	-	-	-
Charges for Service	356,468	355,974	41,599	41,599	83,701
Operating Grants/Contributions	351,400	199,290	719,196	719,196	1,858,185
Capital Grants/Contributions	131,178	300,629	319,180	319,180	45,807
Internal Fund Transfers	-	-	-	-	-
Loans	-	-	50,000	50,000	100,000
Dedicated Beginning Balance	239,825	331,235	203,406	203,406	375,000
Capital Beginning Balance					
Total Program Income	1,078,872	1,187,128	1,333,381	1,333,381	2,462,693
Personal Services	-	-	-	-	-
Materials & Services	602,653	573,834	696,641	696,641	1,565,643
Capital Outlay	144,984	337,785	355,712	355,712	129,289
Other	-	-	281,028	281,028	767,761
Total Expenditures	747,637	911,620	1,333,381	1,333,381	2,462,693
Surplus/(Deficit)	331,235	275,509	-	-	-
Full Time Equivalent (FTE)	NA	NA	0.00	0.00	0.00
Temporary Hire Equivalent (FTE)	NA	NA	0.00	0.00	0.00

Purpose: To account and budget for state shared revenues and grants dedicated to funding transportation services for seniors and persons with disabilities.

Accomplishments:

- Provided new revenue source from the tax credit program & new state/federal grants from ODOT
- Served on the advisory committee for the development of Title XIX (Medicaid) medical transportation brokerage with Oregon Cascades West Council of Governments (OCWCOG)
- Coordinated with Linn County on implementation of 2 days a week Special Transportation service between Corvallis and Albany
- Funded a volunteer mileage reimbursement program with the Senior Companion Program to provide door-through-door special transportation services for frail seniors
- Purchased two replacement small buses and two replacement min-vans for the county program
- Assist Dial-A-Bus in purchasing 6 replacement sedans

Objectives

- Develop a long-term service delivery and funding plan for the STF program coordinated system
- Continue to provide training opportunities for program drivers
- Cooperate with Corvallis Transit System to develop and implement a plan to transition capable riders from Dial-A-Bus to the Corvallis Transit System and assist in training
- Conduct Special Transportation Fund local governing body grant processes in cooperation with ODOT
- Update the transportation services cost model
- Develop written STF Plan as required by ODOT
- Continuing to provide Corvallis-Albany and expand as demand requires
- Work with Philomath on new transportation initiatives

Road Improvement Fund

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues	-	-	-	-	-
Charges for Service	-	-	-	-	-
Operating Grants/Contributions	-	-	8,160	8,160	1,790
Capital Grants/Contributions	-	-	569,000	569,000	-
Internal Fund Transfers	-	-	-	-	-
Loans	-	-	-	-	-
Dedicated Beginning Balance	-	-	-	-	-
Capital Beginning Balance	-	-	-	-	477,160
Total Program Income	-	-	577,160	577,160	478,950
Personal Services	-	-	-	-	-
Materials & Services	-	-	100,000	100,000	478,950
Capital Outlay	-	-	-	-	-
Other	-	-	477,160	477,160	-
Total Expenditures	-	-	577,160	577,160	478,950
Surplus/(Deficit)	-	-	-	-	-
Full Time Equivalent (FTE)	NA	NA	0.00	0.00	0.00
Temporary Hire Equivalent (FTE)	NA	NA	0.00	0.00	0.00

Purpose: Hold funds from sale of bonds under the Oregon Transportation Initiative Act (OTIA III). Expend on allowed projects and account for funds under program requirements.

Accomplishments

- See Road Maintenance and Engineering

Objectives

- See adopted 2006 Capital Improvement Plan

Motor Pool

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues					
Charges for Service	1,080,716	1,327,993	1,221,013	1,221,013	2,982,702
Operating Grants/Contributions	324,692	353,879	524,030	524,030	843,664
Capital Grants/Contributions	-	-	-	-	-
Internal Fund Transfers	8,000	-	-	-	-
Loans	-	-	-	-	-
Dedicated Beginning Balance	220,334	216,735	151,675	151,675	250,787
Capital Beginning Balance	239,702	221,716	315,947	315,947	247,006
Total Program Income	1,873,445	2,120,323	2,212,665	2,212,665	4,324,159
Personal Services	410,911	419,711	446,329	446,329	1,132,343
Materials & Services	668,376	706,769	779,528	779,528	1,794,874
Capital Outlay	355,707	281,719	566,715	566,715	913,988
Other	-	-	420,093	420,093	482,954
Total Expenditures	1,434,994	1,408,200	2,212,665	2,212,665	4,324,159
Surplus/(Deficit)	438,451	712,123	-	-	-
Full Time Equivalent (FTE)	NA	NA	6.50	6.50	7.50
Temporary Hire Equivalent (FTE)	NA	NA	0.25	0.25	0.25

Purpose: Provide for the effective management, maintenance and professional repair of Motor Pool and Road equipment, and minimize downtime through preventative maintenance. Provide a regional shop capability for other specialized, public agency equipment. As a regional shop for others, improve overall performance by reducing the cost of parts, tires, and fuel, provide sufficient staff for quick turnaround time on equipment and minimal down time, and allow for distribution of overhead and expenses to a greater number of repairs.

Accomplishments

- Continued Emergency Vehicle Certification for all Mechanics; two will test for Level II certification
- Partnered with the City of Corvallis Shop for BCSO servicing of vehicles and fuel purchasing and combined systems.
- Partnered with the Corvallis Police Department for repair work
- Mechanics performed at 97% efficiency
- Continued monitoring bio-diesel fuel and hybrid car efficiencies

Performance Measures

Measure	00-01	01-02	02-03	03-04	04-05
County Motor pool [road and motor pool] (% of total avail. hours)	63%	37%	55%	55%	58%
Work for other governmental agencies (% of total avail. hours)	37%	63%	44%*	44%	42%
Average equipment rental vs. private rental rates. [cars] (% private rates)	41%	32%	32%	60%	49%
Average equipment rental vs. private rental rates. [backhoe] (% private rates)	160%*	160%	160%	55%	50.6%
Average equipment rental vs. private rental rates. [Pick-up] (% private rates)					61%
Average equip rental vs. private rental rates. [flusher truck] (% private rates)	101%	107%	107%	18%	26%

Note: County rental rates include fuel, tires, insurance, maintenance and repairs. Private rental rates do not include fuel, insurance, some maintenance and no repairs caused by the county.

Objectives

- Continue to provide quality service to all clients
- Evaluate trends affecting technology, work practices, staffing levels, and program directions prior to replacing equipment
- Stay current with technology on alternative fueled vehicles and monitor costs of bio-diesel and ultra low sulfur diesel.
- Continue to explore regional shop with City of Corvallis
- Explore regional fleet management with all fire districts and City of Corvallis
- Obtain EVT Master Technician status for at least 2 mechanics
- Implement joint wash rack with the City of Corvallis at City PW
- Combine fuel system billing

Facilities

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues					
Charges for Service	1,613,449	1,547,463	1,478,636	1,478,636	3,288,052
Operating Grants/Contributions	71	5,987	43,000	43,000	-
Capital Grants/Contributions					
Internal Fund Transfers	-	-	94,547	94,547	-
Loans	-	-	-	-	-
Dedicated Beginning Balance	111,673	142,177	75,000	75,000	160,000
Capital Beginning Balance	88,940	126,262	150,278	150,278	224,920
Total Program Income	1,814,134	1,821,889	1,841,461	1,841,461	3,672,972
Expenditures					
Personal Services	514,678	519,374	577,897	577,897	1,260,121
Materials & Services	830,457	808,610	919,059	919,059	1,922,423
Capital Outlay	56,041	117,436	113,000	113,000	218,500
Other	144,520	-	231,505	231,505	271,928
Total Expenditures	1,545,695	1,445,419	1,841,461	1,841,461	3,672,972
Surplus/(Deficit)	268,439	376,470	-	-	-
Full Time Equivalent (FTE)	NA	NA	9.00	9.00	9.00
Temporary Hire Equivalent (FTE)	NA	NA	0.93	0.93	0.93

Purpose: Plan and maintain accessible, safe, efficient, comfortable and productive workspace for all county functions and public use. Provide management, maintenance, and other services for approximately 200,000 square feet of county owned and leased office, storage and shop facilities. Develop and implement long and short-term plans for space needs. Identify major maintenance and capital improvement projects to preserve the historic integrity and capital investment in our public facilities.

Accomplishments

- Performed security upgrades to Courthouse, Phase II security surveillance
- Completed Public Service Building remodel for health clinic
- Completed card lock systems in Assessment & Avery buildings and upgrades in PSB & Courthouse
- Completed Fairgrounds arena lighting replacement upgrade & main power distribution systems
- Install new master meter & irrigation system at Fairgrounds
- Constructed Salmonberry campground showers
- Replaced Shop boiler

Performance Measures

Performance Measure	99-00	00-01	01-02	02-03	03-04
Average cost per sq. Ft. Of county owned space vs. private rental. (Based on market of \$1.30 + .15 for utilities & custodial)	75%	75%	75%	70%	69%
Building maintenance service requests/1000 SF	1.2	1.53/week	1.23/week	1.23/week	1.53/week
Contractual janitorial complaints/1000 SF	1.3	0.726/mth	0.726/mth	0.968/mth	0.726/mth
In-house janitorial complaints/1000 SF	0.4	0.363/mth	0.363/mth	0.484/mth	0.363/mth
In-house janitorial cost vs. contract cost per SF.		.11 vs .13	.11 vs .13	.12 vs .14	.12 vs .147
OSHA or Life, Fire, Safety violations	<10	<10	<5	<2	<2

Objectives

- Installation of modular clinics at Monroe & Lincoln School
- Install cooling tower on LEB
- Paint exterior of Floral Courtyard at Fairgrounds
- LEB reorganization remodel
- Complete Phase I design of RV rally site in south parking, and waste water management at Fairgrounds
- Replace Corrections facility roof
- Improve motor pool shop exhaust system

Rental Property Management

	2003 Annual Actual	2004 Annual Actual	2005 Annual Adopted	2005 Annual Adjusted	05 - 07 Biennial Adopted
General Revenues	-	-	-	-	-
Charges for Service	-	-	118,639	118,639	239,444
Operating Grants/Contributions	-	-	-	-	-
Capital Grants/Contributions	-	-	-	-	-
Internal Fund Transfers	-	-	-	-	-
Loans	-	-	-	-	-
Dedicated Beginning Balance	-	-	25,000	25,000	25,000
Capital Beginning Balance	-	-	-	-	-
Total Program Income	-	-	143,639	143,639	264,444
Personal Services	-	-	-	-	-
Materials & Services	-	-	24,092	24,092	50,005
Capital Outlay	-	-	-	-	-
Other	-	-	119,547	119,547	214,439
Total Expenditures	-	-	143,639	143,639	264,444
Surplus/(Deficit)	-	-	-	-	-
Full Time Equivalent (FTE)	NA	NA	0.00	0.00	0.00
Temporary Hire Equivalent (FTE)	NA	NA	0.00	0.00	0.00

Purpose: To track and monitor costs and revenues associated with rental income properties that are not property tax exempt. Contribute “excess” earnings to reserve for future development of downtown county office facility.

Objectives:

- Continue to maintain and preserve rental facilities
- Earned capital for reserve account