

# **CITY OF PALM COAST FY 2002 BUDGET**

<b>DEPARTMENT</b>	<b>PUBLIC WORKS</b>
<b>DIVISION</b>	Administration
<b>PROJECT(S)</b>	

## **PROGRAM MISSION**

Provide for the effective, efficient, and fiscally sound administration of the Department of Public Works for the City of Palm Coast, including the Public Works Administration Division, Street/Drainage Maintenance Division (includes Traffic Sign Shop, Parkway Maintenance Program, Parks Maintenance Program), Facilities Maintenance Division, Solid Waste Collection Division, and Fleet Maintenance Division.

## **PROGRAM ANALYSIS**

The Public Works Department is now composed of five divisions: Administration; Streets and Drainage, which includes Traffic, Park Maintenance and Parkways Maintenance; Facilities Maintenance; Solid Waste Collection and Fleet Maintenance. The costs associated with the Fleet Maintenance Division which were budgeted within the General Fund in FY 2001, have been moved to an Internal Service Fund for allocation of expenses. An Engineering Division, which includes employees formerly budgeted in the Streets and Drainage Division, is being established for FY 2002 under the Development Services Department. The Solid Waste Division includes expenditures for a solid waste inspector to oversee solid waste contract, which the city will assume responsibility for in FY 2002.

The increases in the FY 2002 budget cover the additional responsibilities associated with the assumption of the parks and additional roadways from Flagler County, as well as providing dedicated funds for personnel and equipment to maintain the parkways. During FY 2001, the City had enormous obstacles to overcome as we assumed responsibility for an aging infrastructure, which had not been maintained at an adequate level for years. Potholes and problems with standing water in swales, some of which was related to poorly engineered driveway access, were recurring problems FY 2001 that required more resources in both people and equipment than the City had available. Therefore, in the FY 2002 budget nine additional positions have been added and approximately \$615,000 has been budgeted for the purchase of equipment to provide better maintenance of right of ways and an increased capability to address infrastructure issues.

# CITY OF PALM COAST

## FY 2002 BUDGET

<b>EXPENDITURES</b>	<b>Revised Budget 2001</b>	<b>Actual Budget 2001</b>	<b>Requested Budget 2002</b>	<b>Recommended Budget 2002</b>	<b>Adopted Budget 2002</b>
Salary & Wages	\$ 158,811	\$ 129,081	\$ 219,188	\$ 219,188	\$ 187,860
Car Allowance	\$ 3,434	\$ 2,746	\$ 4,200	\$ 4,200	\$ 4,200
Overtime	\$ 3,039	\$ 1,869	\$ -	\$ -	\$ -
FICA Taxes	\$ 10,832	\$ 8,649	\$ 13,590	\$ 13,590	\$ 11,647
Medicare	\$ 1,441	\$ 1,475	\$ 3,178	\$ 3,178	\$ 2,724
Retirement	\$ 15,160	\$ 13,146	\$ 22,029	\$ 22,029	\$ 18,333
Health Insurance	\$ 12,859	\$ 9,706	\$ 24,221	\$ 24,221	\$ 26,570
Dental Insurance	\$ 654	\$ 720	\$ -	\$ -	\$ -
125 Benefit	\$ 6,273	\$ 6,367	\$ -	\$ -	\$ -
Life Insurance	\$ 661	\$ 537	\$ 1,165	\$ 1,165	\$ 518
Disability	\$ -	\$ 73	\$ 1,236	\$ 1,236	\$ 1,099
Worker's Comp	\$ 9,081	\$ 9,197	\$ 14,333	\$ 14,333	\$ 9,782
<b>Personnel</b>	<b>\$ 222,245</b>	<b>\$ 183,567</b>	<b>\$ 303,140</b>	<b>\$ 303,140</b>	<b>\$ 262,733</b>
Professional Serv.	\$ -	\$ 15,750	\$ -	\$ -	
Other Contractual	\$ 26,722	\$ 24,951	\$ 6,320	\$ 6,320	\$ 6,320
Travel	\$ 445	\$ 1,125	\$ 4,000	\$ 4,000	\$ 4,000
Employee Train.	\$ 255	\$ 436	\$ 2,500	\$ 2,500	\$ 2,500
Communications	\$ 3,450	\$ 3,215	\$ 3,000	\$ 3,000	\$ 3,000
Internet	\$ 129	\$ 254	\$ -	\$ -	\$ -
Electricity	\$ 3,258	\$ 4,362	\$ 3,600	\$ 3,600	\$ 3,600
Water	\$ 510	\$ 681	\$ 500	\$ 500	\$ 500
Waste Disposal	\$ 1,342	\$ 2,279	\$ -	\$ -	\$ -
Rental/Lease	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 10,000	\$ 521	\$ -	\$ -	\$ 4,816
Property Insurance	\$ -	\$ -	\$ 936	\$ 936	\$ 2,790
Liability Insurance	\$ -	\$ -	\$ 20,408	\$ 20,408	\$ 33,442
Repair/Maintenance	\$ 2,068	\$ 1,717	\$ -	\$ -	\$ -
Printing/Binding	\$ -	\$ 1,154	\$ 580	\$ 580	\$ 580
Advertising	\$ -	\$ 316	\$ 300	\$ 300	\$ 300
Other Charges	\$ 4,812	\$ 5,779	\$ -	\$ -	\$ -
Office Supplies	\$ 4,362	\$ 7,425	\$ 3,300	\$ 3,300	\$ 3,300
Postage	\$ 726	\$ 558	\$ 650	\$ 650	\$ 650
Software	\$ -	\$ 188	\$ -	\$ -	\$ -
Operating Supplies	\$ 7,432	\$ 6,055	\$ 1,500	\$ 1,500	\$ 1,500
Computer Hardware	\$ 193	\$ -	\$ -	\$ -	\$ -
Books/Subscript.	\$ 189	\$ 363	\$ 3,450	\$ 3,450	\$ 3,450
<b>Operating</b>	<b>\$ 65,893</b>	<b>\$ 77,127</b>	<b>\$ 51,044</b>	<b>\$ 51,044</b>	<b>\$ 70,748</b>
Buildings	\$ -	\$ 2,547	\$ -	\$ -	\$ -
Machinery/Equip.	\$ 3,651	\$ 6,955	\$ -	\$ -	\$ -
<b>Capital</b>	<b>\$ 3,651</b>	<b>\$ 9,502</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 291,789</b>	<b>\$ 270,196</b>	<b>\$ 354,184</b>	<b>\$ 354,184</b>	<b>\$ 333,481</b>

# CITY OF PALM COAST FY 2002 BUDGET

REVENUES	Revised Budget 2001	Actual Budget 2001	Requested Budget 2002	Recommended Budget 2002	Adopted Budget 2002
General Fund	\$ 291,789	\$ 270,196	\$ 354,184	\$ 354,184	\$ 333,481
<b>TOTAL</b>	<b>\$ 291,789</b>	<b>\$ 270,196</b>	<b>\$ 354,184</b>	<b>\$ 354,184</b>	<b>\$ 333,481</b>

PERSONNEL	Revised Budget 2001	Actual Budget 2001	Requested Budget 2002	Recommended Budget 2002	Adopted Budget 2002
Salary	1	1	3	3	2
Hourly FT	3	2	3	3	3
<b>TOTAL</b>	<b>4</b>	<b>3</b>	<b>6</b>	<b>6</b>	<b>5</b>

## OBJECTIVES

1. Continue improving Street/Drainage Maintenance Division, Facilities Maintenance Division, and Fleet Maintenance Division.
2. Identify areas in need of comprehensive planning and service delivery systems under the auspices of the City of Palm Coast i.e., street lighting, maintenance and retrofitting storm water systems, street system maintenance, and capital improvement needs.
3. Continue to assess and improve staffing needs.
4. Complete construction of Pine Cone & Club House Drive sidewalks – calendar end '01.
5. Preliminary plans to City Council for Comprehensive Street Lighting and Overall Signage - November 2001.
6. Develop list for streets to be included in 2002 Street Overlay/Microseal program by calendar end 2001.
7. Begin solid waste collection contract January 2002.
8. Complete Local Agency Program (LAP) certification process for the City within FY 2002.

## PROGRAM INDICATORS

2001 Actual	2002 Projected
----------------	-------------------

All positions hired and filled in a timely manner.  
 Sidewalk construction completed by year-end.  
 Comprehensive street lighting plan completed by November 2001.  
 LAP certification process completed prior to fiscal year-end.

