

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4001)

OVERALL GOAL

Protect the public's health and safety by establishing and enforcing standards for public infrastructure.

KEY OBJECTIVES

- Prepare clear and complete contract documents.
- Cost effective design and construction administration.
- Timely review of development applications.

KEY PERFORMANCE MEASURES

	<u>2006</u>	<u>2007</u>	<u>2008</u>
• Engineering costs as a fraction of construction costs.	9.52%	16.28%	10.39%
• Construction contract change orders as a fraction of construction costs.	0.24%	6%	3%
• Average plan review time.	14.9 days	16.7 days	13.1 days

Management note: The ideal goal for all measures is 0. Engineering costs less than 12% and change orders less than 6% exceed normal industry expectations.

CAPITAL OUTLAY – FY 2010

Replacement for Trimble GPS System (Surveying)

\$22,500

Replacement for Trimble GPS System.

On-board batteries are no longer serviceable, software is no longer supported nor is it compatible with design and drafting software being used; general service and repair of this equipment soon will be unavailable. This was highly sophisticated technology when it was purchased ten years ago but now is outdated.

CAPITAL OUTLAY – FY 2011

None.



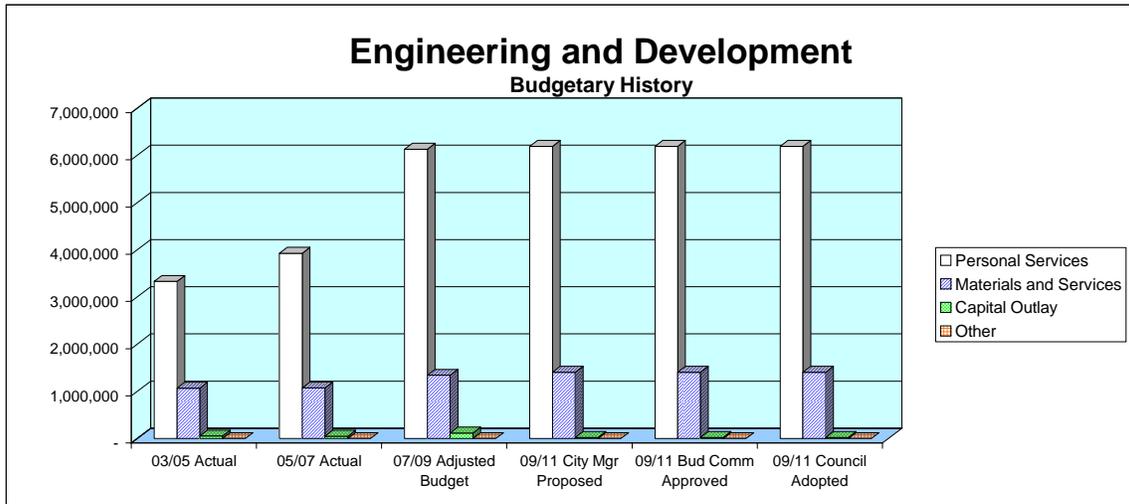
✓ Began accepting credit cards for payment of fees

✓ Tripp/10th Street intersection improvements completed

Public Works

Engineering and Development (4001)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	3,331,529	3,926,651	6,134,860	6,194,650	6,194,650	6,194,650
Materials and Services	1,069,285	1,070,330	1,342,420	1,405,010	1,405,010	1,405,010
Capital Outlay	52,472	50,098	116,740	22,500	22,500	22,500
Other	-	-	-	-	-	-
Total	4,453,286	5,047,079	7,594,020	7,622,160	7,622,160	7,622,160



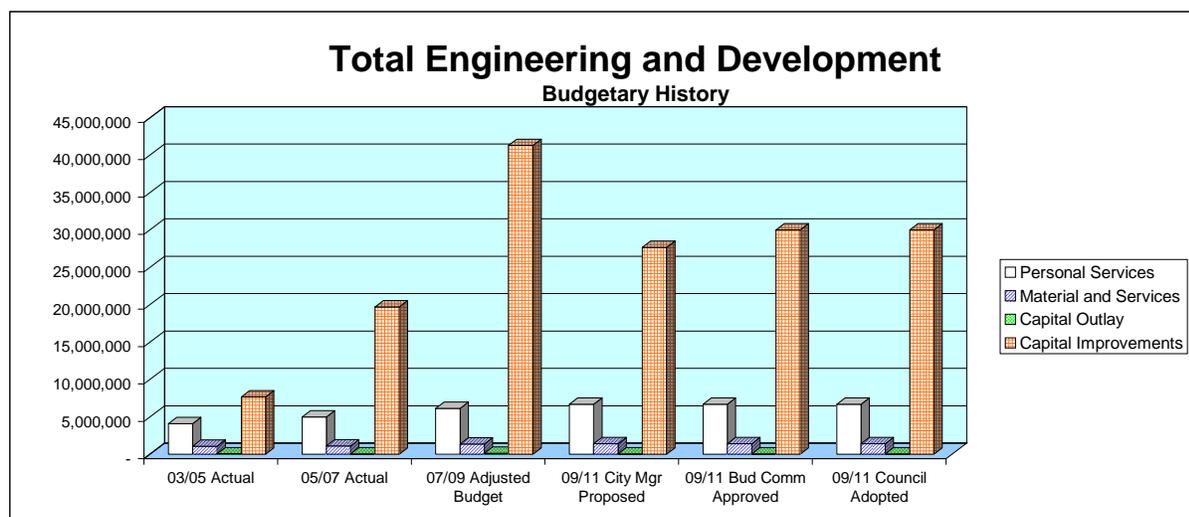
STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
103 Public Works Director	1.00	1.00	1.00	1.00	1.00
114 Transportation Manager	1.00	1.00	1.00	1.00	1.00
122 City Surveyor	1.00	1.00	1.00	1.00	1.00
143 Engineering Tech III	9.00	10.00	11.00	8.85	8.65
163 Engineering Tech II	3.00	3.00	3.00	3.00	3.00
195 Financial support Technician	1.00	1.00	1.00	1.00	1.00
215 City Engineer	1.00	1.00	1.00	0.80	0.80
217 Administrative Engineer	1.00	1.00	-	-	-
225 Assistant to Traffic Engineer	2.00	1.00	1.00	1.00	1.00
245 Associate Traffic Engineer	-	1.00	1.00	1.00	1.00
252 Utilities Engineer	1.00	1.00	1.00	0.55	0.55
254 Development Services Specialist	1.00	-	-	-	-
264 Administrative Support Technician	1.00	1.00	1.00	1.00	1.00
265 Design & Construction Manager	1.00	1.00	1.00	1.00	1.00
269 Traffic Signal Electrician	1.00	1.00	1.00	1.00	1.00
275 Construction Inspector	3.00	3.00	3.00	3.00	3.00
292 Development Services Support Tech	2.00	3.00	3.00	3.00	3.00
300 Development Services Manager	-	1.00	1.00	0.75	0.75
303 Development Services Coordinator	-	1.00	1.00	1.00	1.00
321 Public Works Business Manager	-	-	1.00	1.00	1.00
326 Eng Chief of Field Survey	-	-	1.00	1.00	1.00
TOTAL FULL-TIME POSITIONS	30.00	33.00	35.00	31.95	31.75
FTE EQUIVALENCY - TEMPORARY LABOR		2.91	3.23	2.67	2.67
TOTAL POSITIONS	30.00	35.91	38.23	34.62	34.42

Public Works

Total Engineering and Development (40)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	4,065,260	4,971,586	6,134,860	6,667,260	6,667,260	6,667,260
Material and Services	1,069,285	1,112,002	1,342,420	1,405,010	1,405,010	1,405,010
Capital Outlay	52,472	50,098	116,740	22,500	22,500	22,500
Capital Improvements	7,640,231	19,686,407	41,288,060	27,651,110	29,979,810	29,979,810
Total	12,827,247	25,820,093	48,882,080	35,745,880	38,074,580	38,074,580



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
103 Public Works Director	1.00	1.00	1.00	1.00	1.00
114 Transportation Manager	1.00	1.00	1.00	1.00	1.00
122 City Surveyor	1.00	1.00	1.00	1.00	1.00
143 Engineering Tech III	9.00	10.00	11.00	10.00	10.00
163 Engineering Tech II	3.00	3.00	3.00	3.00	3.00
195 Financial support Technician	1.00	1.00	1.00	1.00	1.00
215 City Engineer	1.00	1.00	1.00	1.00	1.00
217 Administrative Engineer	1.00	1.00	-	-	-
225 Assistant to Traffic Engineer	2.00	1.00	1.00	1.00	1.00
245 Associate Traffic Engineer	-	1.00	1.00	1.00	1.00
252 Utilities Engineer	1.00	1.00	1.00	1.00	1.00
254 Development Services Specialist	1.00	-	-	-	-
264 Administrative Support Technician	1.00	1.00	1.00	1.00	1.00
265 Design & Construction Manager	1.00	1.00	1.00	1.00	1.00
269 Traffic Signal Electrician	1.00	1.00	1.00	1.00	1.00
275 Construction Inspector	3.00	3.00	3.00	3.00	3.00
292 Development Services Support Tech	2.00	3.00	3.00	3.00	3.00
300 Development Services Manager	-	1.00	1.00	1.00	1.00
303 Development Services Coordinator	-	1.00	1.00	1.00	1.00
321 Public Works Business Manager	-	-	1.00	1.00	1.00
326 Eng Chief of Field Survey	-	-	1.00	1.00	1.00

TOTAL FULL-TIME POSITIONS	30.00	33.00	35.00	34.00	34.00
FTE EQUIVALENCY - TEMPORARY LABOR		2.91	3.23	2.92	2.92
TOTAL POSITIONS	30.00	35.91	38.23	36.92	36.92

PUBLIC WORKS

OPERATIONS ADMINISTRATION (4101)

OVERALL GOAL

Provide management and support services to crews maintaining public infrastructure.

KEY OBJECTIVES

To support field crew maintenance activities by providing written policies and procedures, adequate training, timely performance review, new technologies, timely materials procurement, and other support functions common to all maintenance crews.

KEY PERFORMANCE MEASURES

	2006	2007	2008
Number of Policy and Procedure Manual Updates (Policy and Procedure Manual developed in FY 06)	N/A	2	2
Number of OSHA reportable injuries	12	3	4

Management note: Manual Updates are tracked to ensure that policies are being reviewed and kept current. There is no benchmark, but it is expected that the manual will be updated twice per year which reflects attention to this item. The ideal benchmark for injuries is 0, of course. The trend of this number better reflects attention to safety than the actual number.

CAPITAL OUTLAY - FY 2010

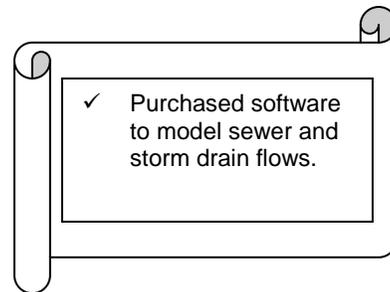
Office Workstation Replacement

\$22,000

Several of the workstations at the Service Center are very old, in poor repair, and are not ergonomically correct and need to be replaced with modern workstations that are designed correctly for use with computers.

CAPITAL OUTLAY - FY 2011

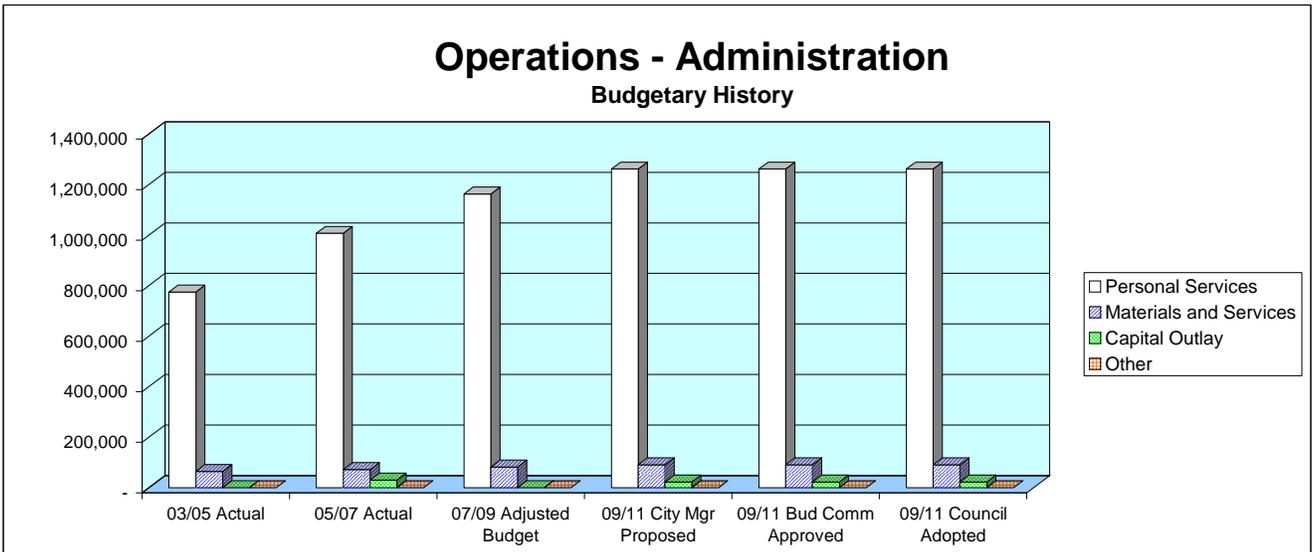
None.



Public Works

Operations - Administration (4101)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	774,486	1,006,820	1,161,940	1,261,110	1,261,110	1,261,110
Materials and Services	63,694	71,552	81,230	90,420	90,420	90,420
Capital Outlay	-	29,970	-	22,000	22,000	22,000
Other	-	-	-	-	-	-
Total	838,180	1,108,341	1,243,170	1,373,530	1,373,530	1,373,530



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
112 Public Works Superintendent	1.00	1.00	1.00	1.00	1.00
179 Public Works Laborer	-	0.25	0.25	0.25	0.25
195 Financial Support Technician	1.00	1.00	1.00	1.00	1.00
207 Warehouse/Trades Technician	1.00	1.00	1.00	1.00	1.00
263 Public Works Technician, Sr.	0.25	-	-	-	-
264 Administrative Support Tech.	2.00	3.00	3.00	3.00	3.00
296 Materials Services Supervisor	1.00	1.00	1.00	1.00	1.00
297 Support Services Manager	0.50	0.50	0.50	0.50	0.50
TOTAL FULL-TIME POSITIONS	6.75	7.75	7.75	7.75	7.75
FTE EQUIVALENCY - TEMPORARY LABOR		0.02	-	-	-
TOTAL POSITIONS	6.75	7.77	7.75	7.75	7.75

PUBLIC WORKS

TRAFFIC MAINTENANCE (4102)

OVERALL GOAL

Maintain safe and effective traffic controls which comply with the 'manual for uniform traffic control devices' and maximize capacity of existing transportation infrastructure.

KEY OBJECTIVES

To provide maintenance of traffic controls for maximum reliability at the lowest life cycle cost.

KEY PERFORMANCE MEASURES

	<u>2006</u>	<u>2007</u>	<u>2008</u>
Number of emergency traffic signal repair calls, per signal, that are not traffic accident or power outage related.	1.21	0.97	0.97

Management note: The ideal benchmark is 0. An increasing trend reflects aging equipment and need for additional maintenance resources or improved processes.

CAPITAL OUTLAY - FY 2010

Boom Truck	\$120,000
Truck Mounted Message Board	<u>15,000</u>
Total	\$135,000

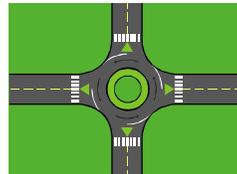
Boom trucks are utilized for accessing traffic signals and street lights above the street. Truck #9678 is a 1997 model that has outlived its life cycle and is unreliable for use.

A truck mounted message board is needed due to the increase in traffic within the city and will be mounted on an existing truck to provide traffic control for all types of maintenance. Providing advanced information (detours, emergencies, road construction, etc.) via a message board creates a safer environment for the public and workers.

CAPITAL OUTLAY - FY 2011

Two Carts	\$ 30,000
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Carts are small, highly maneuverable and fuel efficient vehicles that are utilized for placing and retrieving cones during striping operations in lieu of a full size truck. The existing carts #10242 and #10864 are 1998 and 2000 models that have outlived their life cycles and are unreliable for use.

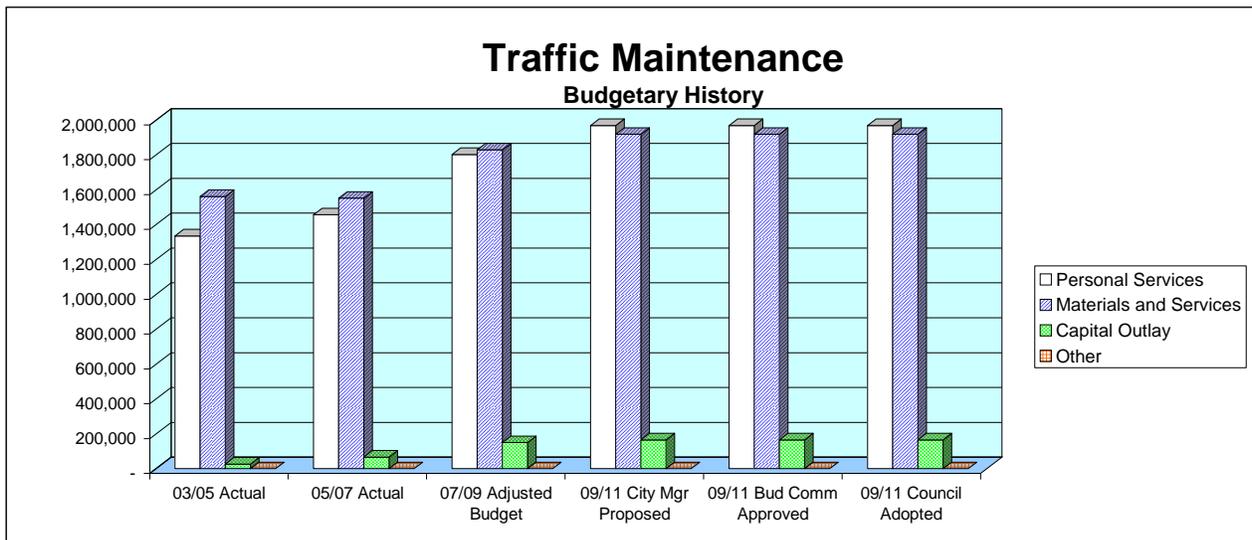


✓ Asphalt overlay or surface treatment for 45.3 lane-miles of streets.

Public Works

Traffic Maintenance (4102)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	1,334,611	1,456,180	1,802,500	1,968,600	1,968,600	1,968,600
Materials and Services	1,561,565	1,551,148	1,828,260	1,918,120	1,918,120	1,918,120
Capital Outlay	25,920	66,175	150,000	165,000	165,000	165,000
Other	-	-	-	-	-	-
Total	2,922,095	3,073,502	3,780,760	4,051,720	4,051,720	4,051,720



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
142 Public Works Supervisor	1.00	1.00	1.00	1.00	1.00
157 Traffic Signal Technician, Sr.	1.00	1.00	1.00	1.00	1.00
165 Public Works Technician	2.00	2.00	2.00	2.00	2.00
179 Public Works Laborer	1.00	1.00	2.00	2.00	2.00
263 Public Works Technician , Sr.	1.00	1.00	1.00	1.00	1.00
269 Traffic Signal Electrician	3.00	3.00	3.00	3.00	3.00
322 Public Works Utility Locator	-	-	0.50	0.50	0.50
TOTAL FULL-TIME POSITIONS	9.00	9.00	10.50	10.50	10.50
FTE EQUIVALENCY - TEMPORARY LABOR		1.69	0.09	1.00	1.50
TOTAL POSITIONS	9.00	10.69	10.59	11.50	12.00

PUBLIC WORKS

STREET UTILITY (4103)

OVERALL GOAL

Maintain public street pavements in good condition.

KEY OBJECTIVES

To provide maintenance that extends pavement life and provides sound travel surfaces at the lowest life cycle cost.

KEY PERFORMANCE MEASURES

	<u>2006</u>	<u>2007</u>	<u>2008</u>
Average Pavement rating - arterials & collectors	N/A	N/A	N/A
Average Pavement rating - local	N/A	N/A	N/A

Management note: Pavement Management System software has been purchased and is under development. Benchmarks will be established upon implementation of the system.

CAPITAL OUTLAY - FY 2010

Message Board

\$30,000

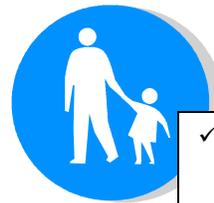
The towable message board is used to provide traffic control for all types of maintenance. Providing advanced information (detours, emergencies, road construction, etc.) via a message board creates a safer environment for the public and workers. The existing towable message board has outlived its life cycle.

CAPITAL OUTLAY - FY 2011

Service Truck

\$75,000

Service trucks are highly versatile and are utilized for a variety of public works tasks. Truck #10159 is a 1997 model that has outlived its life cycle and is in need of major repair. It is more cost effective to replace the vehicle and get better fuel economy and a full manufacturer's warranty.

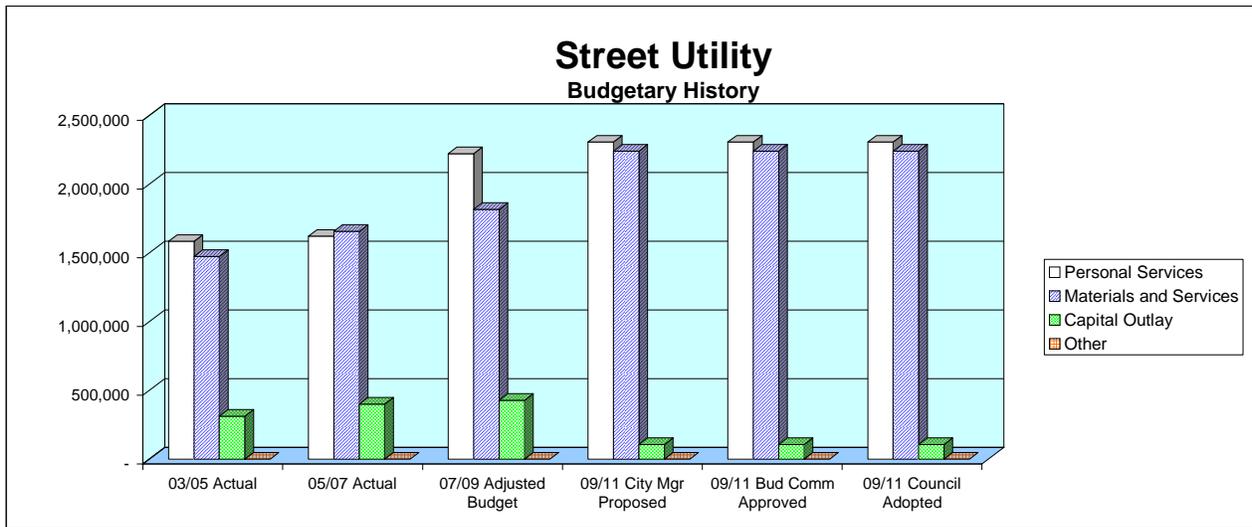


✓ Howard Street Improvements (Safe Sidewalk Program)

Public Works

Street Utility (4103)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	1,583,187	1,620,352	2,220,710	2,305,380	2,305,380	2,305,380
Materials and Services	1,473,812	1,656,346	1,815,660	2,238,720	2,238,720	2,238,720
Capital Outlay	311,352	400,147	428,000	105,000	105,000	105,000
Other	-	-	-	-	-	-
Total	3,368,350	3,676,845	4,464,370	4,649,100	4,649,100	4,649,100



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
142 Public Works Supervisor	1.00	1.00	1.00	1.00	1.00
165 Public Works Technician	6.00	7.00	7.00	7.25	7.25
179 Public Works Laborer	2.00	3.25	5.25	5.00	5.00
263 Public Works Technician, Sr.	1.25	1.00	1.00	1.00	1.00
TOTAL FULL-TIME POSITIONS	10.25	12.25	14.25	14.25	14.25
FTE EQUIVALENCY - TEMPORARY LABOR		6.73	1.63	1.63	1.63
TOTAL POSITIONS	10.25	18.98	15.88	15.88	15.88

PUBLIC WORKS

SEWER UTILITY (4104)

OVERALL GOAL

Maintain capacity of the sewer conveyance system and comply with regulatory requirements.

KEY OBJECTIVES

To protect the public health by maintaining the City of Medford's sanitary sewer collection system in compliance with all Federal, State, and local regulations to a level that prevents sanitary sewer overflows.

KEY PERFORMANCE MEASURES

	<u>2006</u>	<u>2007</u>	<u>2008</u>
Number of sanitary sewer overflows	2	1	0

Management note: The ideal benchmark is zero. An increasing trend is an indicator of aging infrastructure, insufficient system capacity, significant weather events, and need for additional maintenance resources or improved processes.

CAPITAL OUTLAY - FY 2010

Root Saw Set

\$8,500

Root saws are routinely used to cut tree roots from the inside of sanitary sewer mains thereby maintaining the flow path and preventing sewer overflows. The existing set of saws needs to be replaced.

CAPITAL OUTLAY - FY 2011

None.

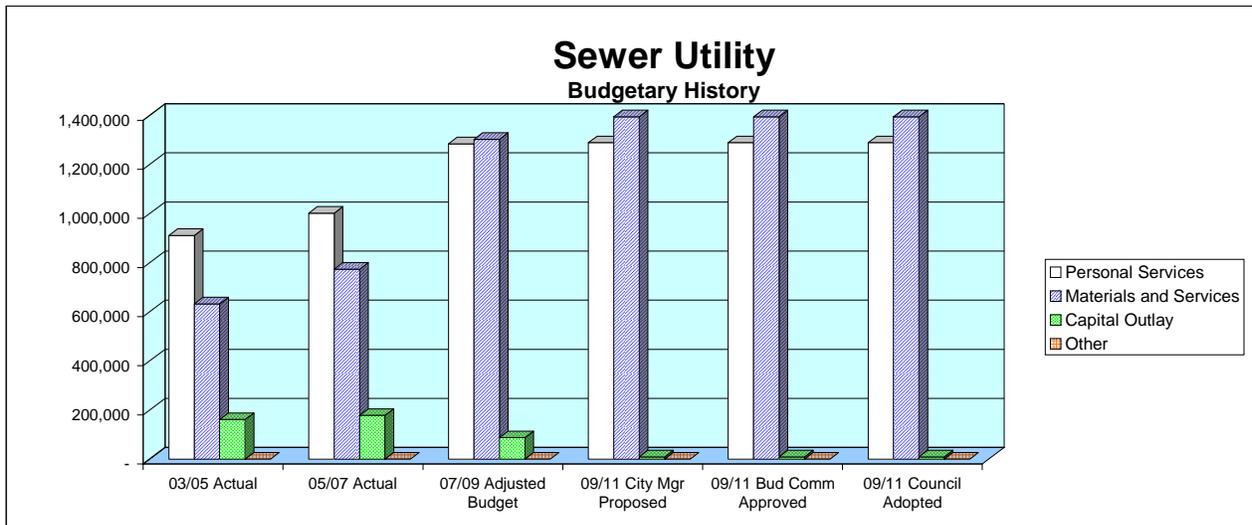


✓ Replaced 4,000 feet of sewer line

Public Works

Sewer Utility (4104)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	910,430	1,001,201	1,283,890	1,288,510	1,288,510	1,288,510
Materials and Services	632,143	773,465	1,301,930	1,393,900	1,393,900	1,393,900
Capital Outlay	160,837	177,990	87,000	8,500	8,500	8,500
Other	-	-	-	-	-	-
Total	1,703,410	1,952,655	2,672,820	2,690,910	2,690,910	2,690,910



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
142 Public Works Supervisor	0.50	0.50	0.50	0.50	0.50
165 Public Works Technician	4.50	5.00	5.00	5.25	5.25
179 Public Works Laborer	-	-	1.25	1.00	1.00
263 Public Works Technician, Sr.	1.25	1.25	1.00	1.00	1.00
322 Public Works Utility Locator	-	-	0.25	0.25	0.25
TOTAL FULL-TIME POSITIONS	6.25	6.75	8.00	8.00	8.00
FTE EQUIVALENCY - TEMPORARY LABOR		2.29	1.03	1.01	1.01
TOTAL POSITIONS	6.25	9.04	9.03	9.01	9.01

PUBLIC WORKS

STORM DRAIN UTILITY (4105)

OVERALL GOAL

Provide drainage systems which protect property and the environment from high storm flows while maintaining regulatory compliance.

KEY OBJECTIVES

To provide maintenance of the City of Medford's storm drainage system in compliance with all Federal, State and Local regulations.

KEY PERFORMANCE MEASURES

	2006	2007	2008
Dollar Value of Flood damage claims paid	\$6,015	\$0	\$0

Management note: The ideal benchmark is 0. An increasing trend is an indicator of aging infrastructure, insufficient system capacity, significant weather events, and need for additional maintenance resources or improved processes.

CAPITAL OUTLAY - FY 2010

Tractor Mower	\$165,000
CNG Street Sweeper	250,000
Total	\$415,000

The tractor mower is utilized for maintaining approximately 94 acres of right of way and City owned property. The existing tractor mower #10158 is a 1997 model that has outlived its life cycle. Maintenance repairs on the existing tractor mower have become cost prohibitive.

The City of Medford received a grant to purchase a new alternative fuel street sweeper. It is estimated that the City's 10% match will be approximately \$25,000. The new sweeper will run on compressed natural gas which will provide environmental benefits and cost savings.

CAPITAL OUTLAY - FY 2011

Vactor Truck	\$350,000
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Vacuum Combination Cleaning Truck

Vacuum trucks are utilized daily for storm drainage system maintenance and are a key piece of equipment used for compliance with the City's NPDES Municipal Storm Water Permit. The existing truck # 9654 is a 1995 model that has outlived its life cycle for every day use. However, the existing truck will be retained in the fleet for emergency use and for occasional use for vacuum excavation.

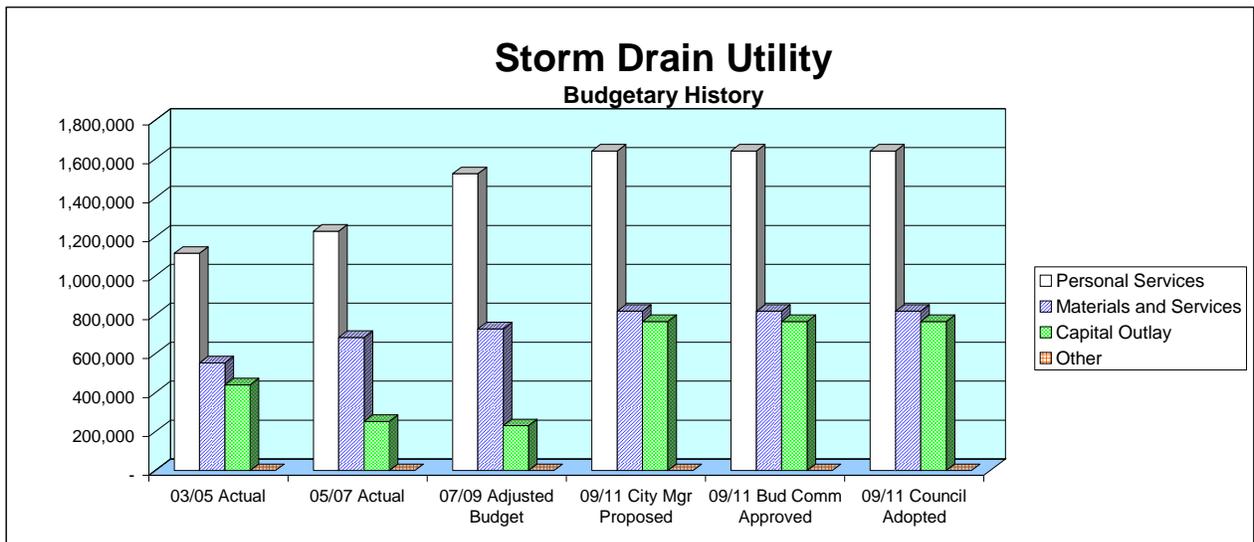


✓ Designed, procured and installed "No Dumping-Drains to Stream" logos on storm drain inlets.

Public Works

Storm Drain Utility (4105)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	1,115,818	1,229,215	1,523,980	1,641,410	1,641,410	1,641,410
Materials and Services	553,145	683,800	727,450	818,020	818,020	818,020
Capital Outlay	439,602	252,609	230,000	765,000	765,000	765,000
Other	-	-	-	-	-	-
Total	2,108,564	2,165,624	2,481,430	3,224,430	3,224,430	3,224,430



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
142 Public Works Supervisor	0.50	0.50	0.50	0.50	0.50
165 Public Works Technician	5.50	7.00	8.00	7.25	7.25
179 Public Works Laborer	2.00	1.25	1.25	1.00	1.00
214 Auto Service Worker	0.50	0.50	-	-	-
263 Public Works Technician, Sr.	0.25	-	-	1.00	1.00
322 Public Works Utility Locator	-	-	0.25	0.25	0.25
TOTAL FULL-TIME POSITIONS	8.75	9.25	10.00	10.00	10.00
FTE EQUIVALENCY - TEMPORARY LABOR		1.13	1.01	1.01	1.01
TOTAL POSITIONS	8.75	10.38	11.01	11.01	11.01

PUBLIC WORKS

FLEET MAINTENANCE (4106)

OVERALL GOAL

Provide equipment maintenance in support of mission accomplishment by fleet customer agencies.

KEY OBJECTIVES

To provide efficient cost effective maintenance of the City of Medford fleet of vehicles and equipment.

KEY PERFORMANCE MEASURES

	<u>2006</u>	<u>2007</u>	<u>2008</u>
Fleet Mechanic utilization	72.5%	73.9%	74.1%

Management note: Mechanic utilization is a measure of billed hours compared to available work hours. The benchmark for a well run public sector organization is 70 percent.

CAPITAL OUTLAY - FY 2010

Heavy Truck Diagnostic Scan Tool

\$7,500

Fleet mechanics routinely utilize computerized scan tools to quickly diagnose automotive system failures. The scan tool directly accesses the vehicles on board computer. Purchase of a similar scan tool for use with heavy trucks and heavy equipment will allow faster more efficient diagnosis.

CAPITAL OUTLAY - FY 2011

None.

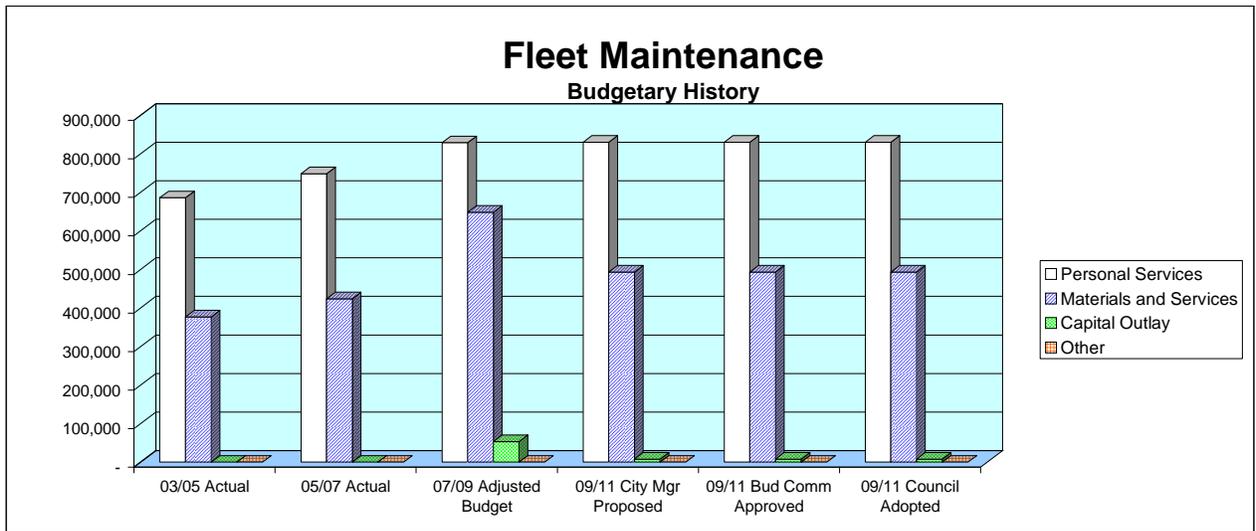


- ✓ Purchased fuel efficient Toyota Prius with Congestion Mitigation/Air Quality (federal) money.

Public Works

Fleet Maintenance (4106)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	686,127	748,699	829,020	830,070	830,070	830,070
Materials and Services	376,753	424,122	648,370	493,330	493,330	493,330
Capital Outlay	-	-	53,000	7,500	7,500	7,500
Other	-	-	-	-	-	-
Total	1,062,880	1,172,821	1,530,390	1,330,900	1,330,900	1,330,900



STAFFING

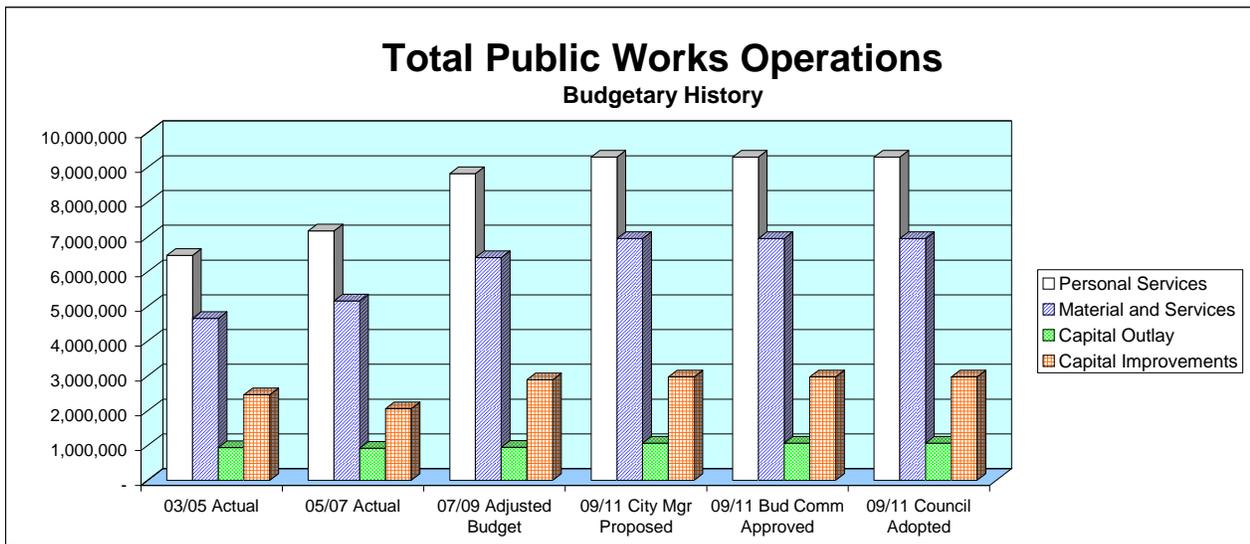
Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
174 Fleet Services Mechanic	4.00	4.00	3.00	3.00	3.00
214 Auto Service Worker	0.50	0.50	-	-	-
297 Support Services Manager	0.50	0.50	0.50	0.50	0.50
327 Fleet Services Sr. Mechanic	-	-	1.00	1.00	1.00
TOTAL FULL-TIME POSITIONS	5.00	5.00	4.50	4.50	4.50
FTE EQUIVALENCY - TEMPORARY LABOR		0.50	-	-	-
TOTAL POSITIONS	5.00	5.50	4.50	4.50	4.50



Public Works

Total Public Works Operations (41)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	6,470,438	7,171,904	8,822,040	9,295,080	9,295,080	9,295,080
Material and Services	4,661,111	5,160,432	6,402,900	6,952,510	6,952,510	6,952,510
Capital Outlay	937,710	926,890	948,000	1,073,000	1,073,000	1,073,000
Capital Improvements	2,457,487	2,056,828	2,890,000	2,970,000	2,970,000	2,970,000
Total	14,526,746	15,316,054	19,062,940	20,290,590	20,290,590	20,290,590



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
112 Public Works Superintendent	1.00	1.00	1.00	1.00	1.00
142 Public Works Supervisor	3.00	3.00	3.00	3.00	3.00
157 Traffic Signal Technician, Sr.	1.00	1.00	1.00	1.00	1.00
165 Public Works Technician	18.00	21.00	22.00	22.00	22.00
174 Fleet Services Mechanic	4.00	4.00	3.00	3.00	3.00
179 Public Works Laborer	5.00	5.00	10.00	9.00	9.00
195 Financial Support Technician	1.00	1.00	1.00	1.00	1.00
207 Warehouse/Trades Technician	1.00	1.00	1.00	1.00	1.00
214 Auto Service Worker	1.00	1.00	-	-	-
263 Public Works Technician, Sr.	4.00	4.00	3.00	4.00	4.00
264 Administrative Support Tech.	2.00	3.00	3.00	3.00	3.00
269 Traffic Signal Electrician	3.00	3.00	3.00	3.00	3.00
296 Materials Services Supervisor	1.00	1.00	1.00	1.00	1.00
297 Support Services Manager	1.00	1.00	1.00	1.00	1.00
322 Public Works Utility Locator	-	-	1.00	1.00	1.00
327 Fleet Services Sr. Mechanic	-	-	1.00	1.00	1.00
TOTAL FULL-TIME POSITIONS	46.00	50.00	55.00	55.00	55.00
FTE EQUIVALENCY - TEMPORARY LABOR		12.36	3.76	4.65	5.15
TOTAL POSITIONS	46.00	62.36	58.76	59.65	60.15

PUBLIC WORKS

WATER RECLAMATION DIVISION (4502)

OVERALL GOAL

Safely provide cost-effective wastewater treatment for the region while protecting the environment.

KEY OBJECTIVES

- Maintain a safe environment for the staff and public.
- Prepare clear and complete construction contract documents.
- Protect the environment by meeting regulatory requirements.

KEY PERFORMANCE MEASURES

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
• OSHA reportable injuries	1	1	2	1
• Construction project change orders	0.4%	3.1%	1.02%	-1.6%
• NPDES permit violations	0	0	0	0

Management note: The ideal for each Key Performance Measure is 0.

CAPITAL OUTLAY – FY 2010

Chlorine Analyzer		\$25,000
Grit Pumps		<u>68,000</u>
	Total	\$93,000

Chlorine Analyzer – Constant reporting/analysis of effluent chlorine residual is an NPDES Discharge Permit requirement. The facility's existing analyzer is obsolete and replacement/maintenance parts are no longer available. Updating the analyzer to current technology is critical in continuing to meet discharge permit requirements.

Grit Pumps – The existing grit pumps are more than 15 years old and are worn beyond normal maintenance intervention. These pumps are critical in preventing abrasive and inorganic material from plugging and damaging other plant process equipment further in the treatment process.

CAPITAL OUTLAY – FY 2011

Sodium Hypochlorite Chemical Feed Pumps		\$16,000
Anaerobic Digester Recirculation Pumps		34,000
Vaughn Chopper Pump		<u>16,000</u>
	Total	\$66,000

Sodium Hypo Chlorite Feed Pumps – these pumps are used to dose/feed the disinfection chemical (sodium hypochlorite) to maintain NPDES permit disinfection standards. The existing pumps are obsolete and electrical control components are unavailable.

Anaerobic Digester Recirculation Pumps - These pumps are critical in keeping the contents of the anaerobic digesters mixed and heated; existing pumps are obsolete and beyond normal maintenance intervention.

Vaughn Chopper Pump - This pump is critical to uninterrupted summer bio-solids transfer to the drying beds for drying and ultimate disposal.

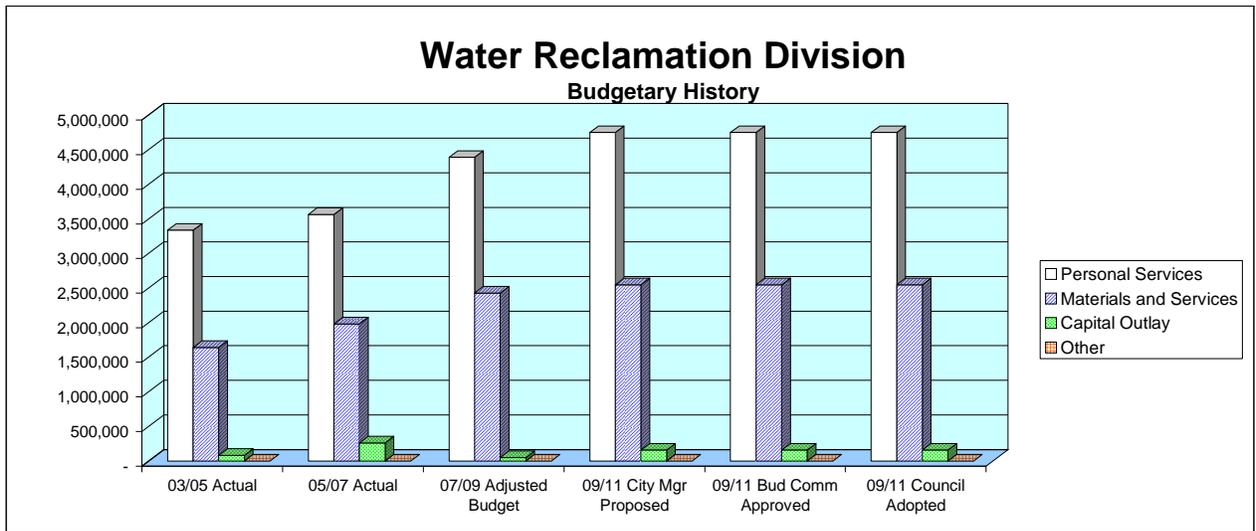
✓ Received State and National asphalt paving awards for drying beds.



Public Works

Water Reclamation Division (4502)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	3,337,245	3,565,251	4,390,980	4,749,510	4,749,510	4,749,510
Materials and Services	1,642,976	1,982,456	2,428,690	2,549,030	2,549,030	2,549,030
Capital Outlay	84,474	263,336	50,450	159,000	159,000	159,000
Other	-	-	-	-	-	-
Total	5,064,694	5,811,043	6,870,120	7,457,540	7,457,540	7,457,540



STAFFING

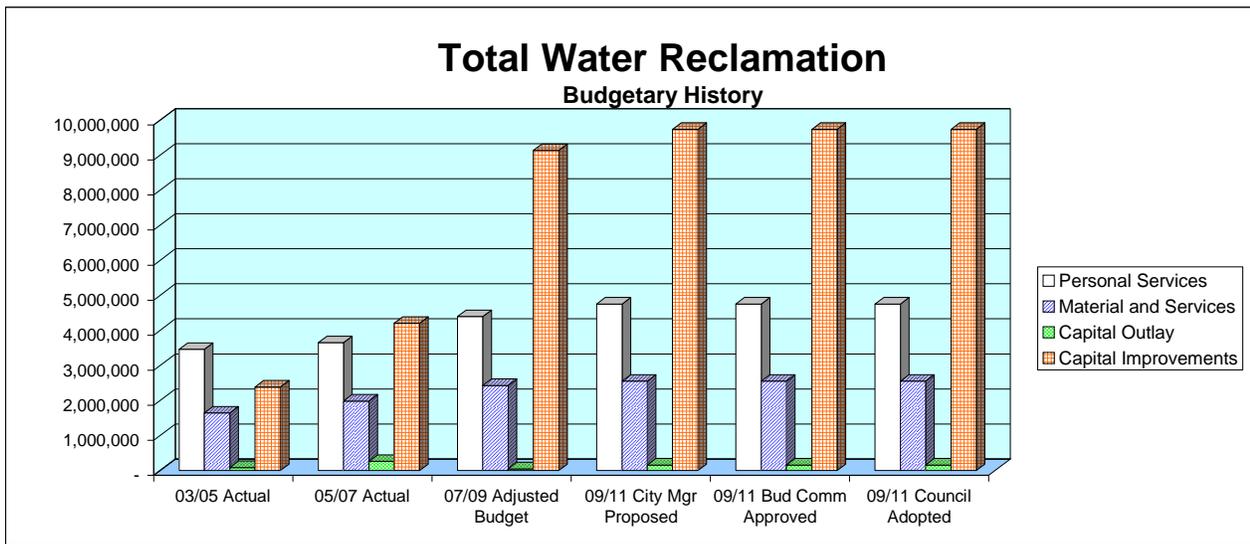
Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
119 WRD Superintendent	1.00	1.00	1.00	1.00	1.00
132 WRD Supervisor	4.00	4.00	4.00	4.00	4.00
143 Engineering Tech III	1.00	1.00	1.00	1.00	1.00
150 WRD Operator	15.00	16.00	16.00	16.00	16.00
185 Secretary	-	-	-	-	-
221 WRD Administrator	1.00	1.00	1.00	1.00	1.00
222 WRD Construction Manager	1.00	1.00	1.00	1.00	1.00
264 Administrative Support Technician	1.00	1.00	1.00	1.00	1.00
304 WRD Operator in Training	-	1.00	1.00	1.00	1.00
TOTAL FULL-TIME POSITIONS	24.00	26.00	26.00	26.00	26.00
FTE EQUIVALENCY - TEMPORARY LABOR		1.53	1.53	1.90	1.90
TOTAL POSITIONS	24.00	27.53	27.53	27.90	27.90



Public Works

Total Water Reclamation Division (45)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	3,455,934	3,647,940	4,390,980	4,749,510	4,749,510	4,749,510
Material and Services	1,642,976	1,982,456	2,428,690	2,549,030	2,549,030	2,549,030
Capital Outlay	84,474	263,336	50,450	159,000	159,000	159,000
Capital Improvements	2,379,455	4,202,240	9,128,710	9,735,030	9,735,030	9,735,030
Total	7,562,839	10,095,972	15,998,830	17,192,570	17,192,570	17,192,570



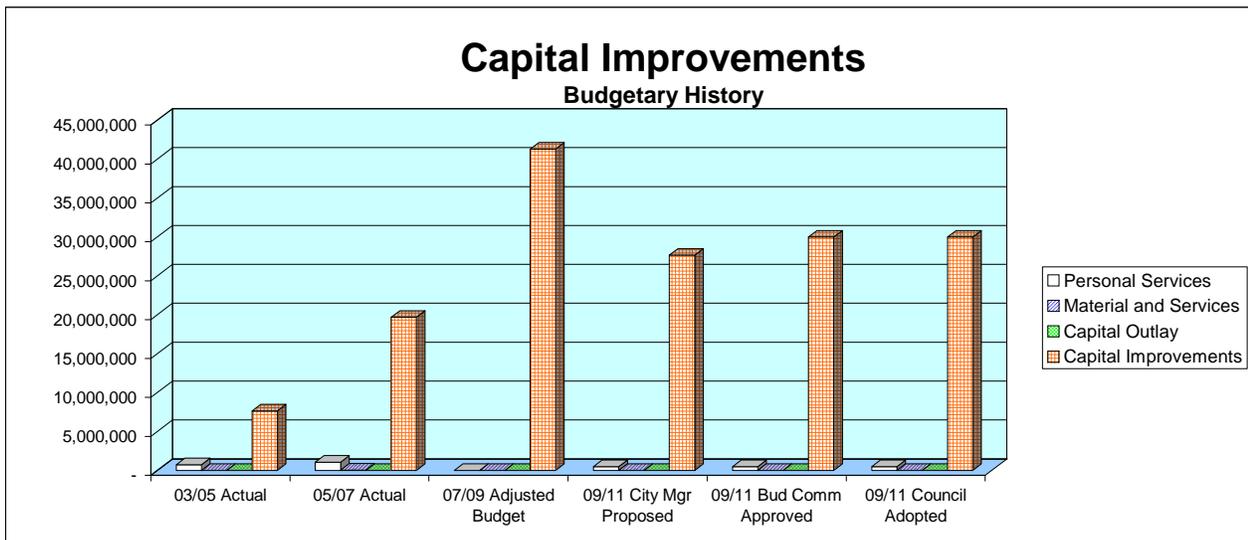
STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
119 WRD Superintendent	1.00	1.00	1.00	1.00	1.00
132 WRD Supervisor	4.00	4.00	4.00	4.00	4.00
143 Engineering Tech III	1.00	1.00	1.00	1.00	1.00
150 WRD Operator	15.00	16.00	16.00	16.00	16.00
185 Secretary	-	-	-	-	-
221 WRD Administrator	1.00	1.00	1.00	1.00	1.00
222 WRD Construction Manager	1.00	1.00	1.00	1.00	1.00
264 Administrative Support Technician	1.00	1.00	1.00	1.00	1.00
304 WRD Operator in Training	-	1.00	1.00	1.00	1.00
TOTAL FULL-TIME POSITIONS	24.00	26.00	26.00	26.00	26.00
FTE EQUIVALENCY - TEMPORARY LABOR		1.53	1.53	1.90	1.90
TOTAL POSITIONS	24.00	27.53	27.53	27.90	27.90

Capital Projects

Engineering and Development CIP (4003)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	733,730	1,044,935	-	472,610	472,610	472,610
Material and Services	-	41,672	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Capital Improvements	7,640,231	19,686,407	41,288,060	27,651,110	29,979,810	29,979,810
Total	8,373,961	20,773,014	41,288,060	28,123,720	30,452,420	30,452,420



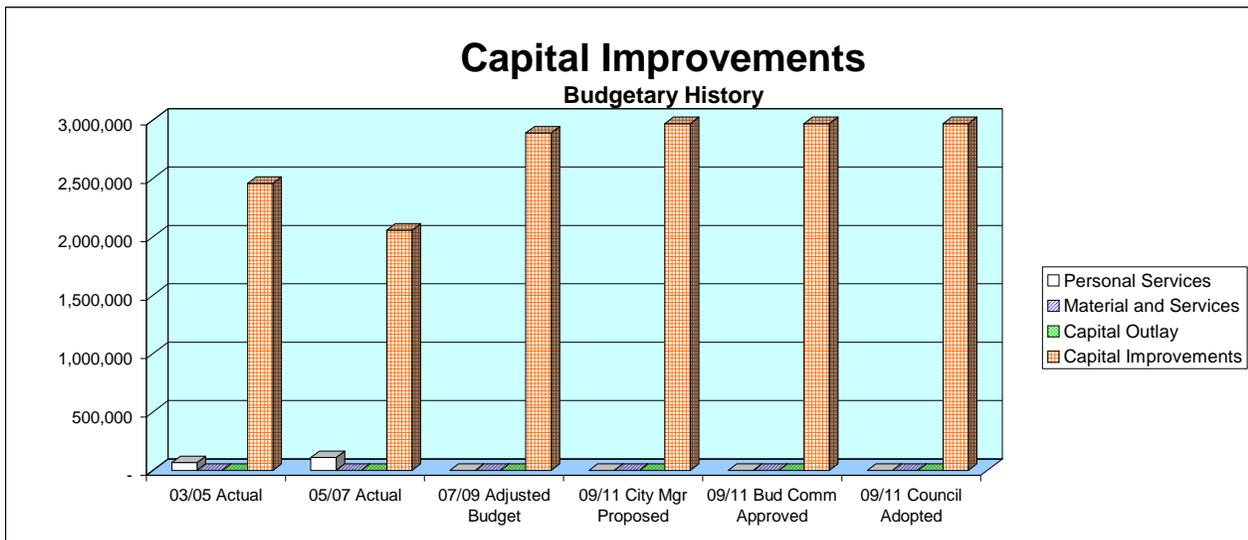
STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
Where not listed in this table, Labor estimates budgeted in Capital Improv.					
143 Engineering Tech III	-	-	-	1.15	1.35
215 City Engineer	-	-	-	0.20	0.20
252 Utilities Engineer	-	-	-	0.45	0.45
300 Development Services Manager	-	-	-	0.25	0.25
TOTAL FULL-TIME POSITIONS	-	-	-	2.05	2.25
FTE EQUIVALENCY - TEMPORARY LABOR				0.25	0.25
TOTAL POSITIONS	-	-	-	2.30	2.50

Capital Projects

Public Works Operations CIP (4107)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	65,780	109,437	-	-	-	-
Material and Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Capital Improvements	2,457,487	2,056,828	2,890,000	2,970,000	2,970,000	2,970,000
Total	2,523,267	2,166,265	2,890,000	2,970,000	2,970,000	2,970,000



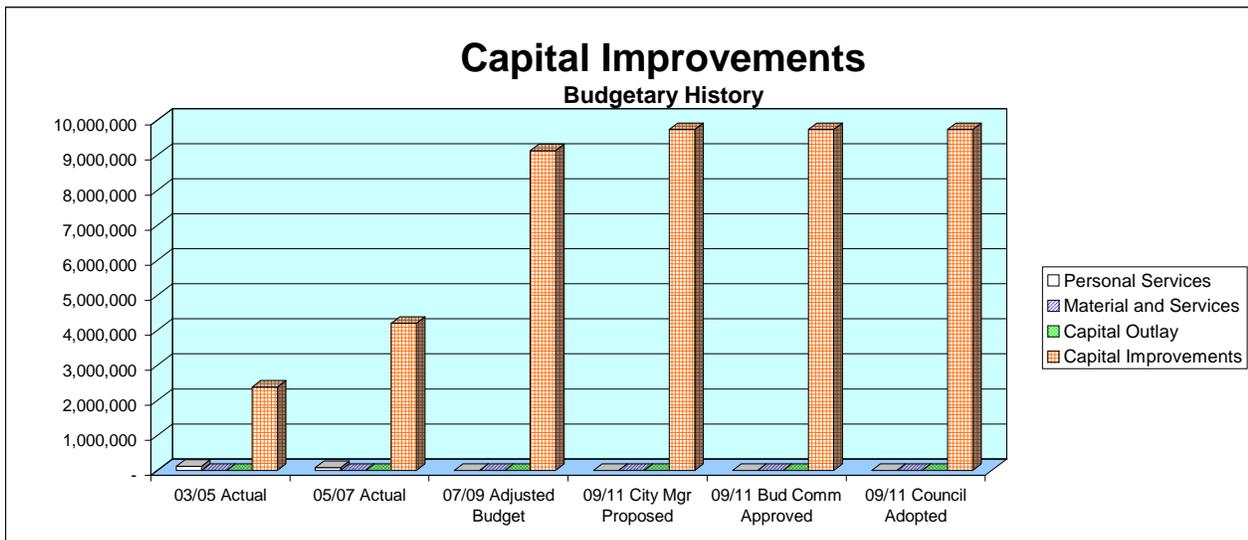
STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
Where not listed in this table, Labor estimates budgeted in Capital Improv.	-	-	-	-	-
264 Administrative Support Technician (4107)	-	1.00	-	-	-
TOTAL FULL-TIME POSITIONS	-	2.00	-	-	-
FTE EQUIVALENCY - TEMPORARY LABOR				-	-
TOTAL POSITIONS	-	2.00	-	-	-

Capital Projects

Water Reclamation CIP (4503)

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted Budget	09/11 City Mgr Proposed	09/11 Bud Comm Approved	09/11 Council Adopted
Personal Services	118,690	82,689	-	-	-	-
Material and Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Capital Improvements	2,379,455	4,202,240	9,128,710	9,735,030	9,735,030	9,735,030
Total	2,498,145	4,284,929	9,128,710	9,735,030	9,735,030	9,735,030



STAFFING

Classification	03/05 Actual	05/07 Actual	07/09 Adjusted	09/11 Cty Mgr Proposed	09/11 Council Adopted
Where not listed in this table, Labor estimates budgeted in Capital Improv.	-	-	-	-	-
TOTAL FULL-TIME POSITIONS	-	-	-	-	-
FTE EQUIVALENCY - TEMPORARY LABOR	-	-	-	-	-
TOTAL POSITIONS	-	-	-	-	-

PUBLIC WORKS

PUBLIC WORKS CAPITAL IMPROVEMENT PROJECT SUMMARY (4003, 4107, 4503)

		Carry Forward	FY 2010 Budget	FY 2011 Budget	Total
CA0000	Arterial & Collector Street Construction	\$ 3,680,000	\$ 4,206,000	\$ 6,124,000	\$ 14,010,000
CB0000	Arterial & Collector Street Right-of-Way	649,000	361,000	99,000	1,109,000
CC0000	Arterial & Collector Street Developer SDC Credit	501,430	1,500,000	500,000	2,501,430
CD0000	Local Street construction	750,000	340,000	450,000	1,540,000
CE0000	Developer Right-of-Way Dedication SDC Credit	808,010	970,000	500,000	2,278,010
CH0000	Sanitary Sewer Rehabs/Upgrades	376,000	359,000	290,000	1,025,000
CL0000	Developer Sanitary Sewer Payments	-	10,000	10,000	20,000
CP0000	City Storm Drain Projects	188,000	820,000	520,000	1,528,000
CS0000	Developer Storm Drain Payments	-	10,000	10,000	20,000
CT0000	Miscellaneous	371,170	2,328,700	100,000	2,799,870
CV0000	City Sidewalk Projects	288,000	125,000	25,000	438,000
TA0000	New Traffic Signal Projects	280,000	150,000	50,000	480,000
TB0000	Traffic Signal Modifications	264,000	76,000	30,000	370,000
TD0000	City Illumination Projects	-	78,000	10,000	88,000
TE0000	Intersection Modifications	969,000	615,000		1,584,000
TJ0000	Traffic Studies	104,000			104,000
TL0000	Traffic Calming	84,500			84,500
	Engineering and Development (4003) TOTAL	\$ 9,313,110	\$ 11,948,700	\$ 8,718,000	\$ 29,979,810
MA1000	Radio System Upgrade			50,000	50,000
MC1000	Sewer Collection System Maintenance		100,000	100,000	200,000
MD1000	Drainage System Maintenance		220,000	220,000	440,000
MF1000	Facilities Maintenance		630,000		630,000
MS1000	Street Maintenance		350,000	1,100,000	1,450,000
MT1000	Traffic Maintenance Projects		100,000	100,000	200,000
	Operations (4107) TOTAL	\$ -	\$ 1,400,000	\$ 1,570,000	\$ 2,970,000
WA0100	Aeration Facilities	124,000	500,000	612,500	1,236,500
WC0100	Secondary clarifier Facilities		2,187,530		2,187,530
WK0100	Cogeneration Facilities	680,000	900,000	2,800,000	4,380,000
WN0100	Non-Treatment Facilities		1,018,500	562,500	1,581,000
WR0000	Research Projects	150,000	200,000		350,000
	Water Reclamation Division (4503) TOTAL	\$ 954,000	\$ 4,806,030	\$ 3,975,000	\$ 9,735,030
	GRAND TOTALS	\$ 10,267,110	\$ 18,154,730	\$ 14,263,000	\$ 42,684,840
	Funding Source				
13	Gas Tax Fund		2,480,500	190,000	2,670,500
14	Sanitary Sewer Maintenance Fund		175,000	112,500	287,500
20	Sewer Collection System SDC Fund		670,000	300,000	970,000
21	Street SDC Fund		7,525,740	1,244,000	8,769,740
22	Storm Drain SDC Fund		720,500	430,000	1,150,500
23	Sewage Treatment SDC Fund		2,358,400	3,387,500	5,745,900
24	Street Utility Fund		450,000	1,225,000	1,675,000
42	Street Improvement Fund		8,844,070	5,979,000	14,823,070
44	Special Sidewalk Fund		538,000	475,000	1,013,000
46	Storm Drain Utility Fund		1,258,000	332,500	1,590,500
90	Sewage Treatment Fund		3,401,630	587,500	3,989,130
	TOTAL FUNDING		\$ 28,421,840	\$ 14,263,000	\$ 42,684,840

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CA0000 Arterial & Collector Street Construction

DESCRIPTION

Planning, design, contract administration and contractor payments for the construction and improvement of various arterial and collector streets.

PURPOSE AND JUSTIFICATION

To increase capacity and improve traffic safety and efficiency of the City's arterial and collector street system. The City created the Street System Development Charge to upgrade our arterial and collector street system. These projects will help fulfill the intent of the City's Comprehensive Plan.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Owens Dr--Cr Lk Av to Sprgbrk (ODOT \$\$) CA1542	\$ 1,260,000	\$ 3,000,000	\$ 4,500,000	\$ 8,760,000
S. Holly--Holmes to Garfield CA1561	926,000	644,000		1,570,000
Hillcrest Rd Stabilization CA1627	500,000			500,000
Foothill Rd Corridor Study CA1637		10,000		10,000
Garfield--Peach to King (STP \$\$) CA1665	994,000	207,000	244,000	1,445,000
Springbrook Rd.-Cedar Links-Pheasant CA0000		345,000	1,380,000	1,725,000
TOTAL	\$ 3,680,000	\$ 4,206,000	\$ 6,124,000	\$ 14,010,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 500,000	\$ 10,000		\$ 510,000
Street SDC Fund (021)	1,920,000	851,000	244,000	3,015,000
Street Improvement Fund (042)	1,260,000	3,345,000	5,880,000	10,485,000
TOTAL	\$ 3,680,000	\$ 4,206,000	\$ 6,124,000	\$ 14,010,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CB0000 Arterial & Collector Street Right-of-Way

DESCRIPTION

Purchase right-of-way for various arterial and collector streets.

PURPOSE AND JUSTIFICATION

To improve the arterial and collector street system. The City has created the Street System Development Charge to upgrade our arterial and collector street system. Right-of-Way acquisitions are needed for pending and future improvements.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Table Rock & Merriman Intersection CB0201	\$ 19,000	\$ 31,000		\$ 50,000
Owens Dr--Cr Lk Av to Sprgrbrk (ODOT \$\$) CB0000		105,000		105,000
Garfield--Peach to King (STP \$\$) CB1665	630,000			630,000
Foothill/Cedar Links CB1758			99,000	99,000
Hillcrest Road Stabilization CB0000		50,000		50,000
Springbrook Rd.-Cedar Links-Pheasant CB0000		150,000		150,000
Holmes Ave.-Oakdale-Kenyon CB0000		25,000		25,000
TOTAL	\$ 649,000	\$ 361,000	\$ 99,000	\$ 1,109,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 19,000	\$ 56,000		\$ 75,000
Street SDC Fund (021)		130,000		130,000
Street Improvement Fund (042)	630,000	150,000	99,000	879,000
Special Sidewalk (044)		25,000		25,000
TOTAL	\$ 649,000	\$ 361,000	\$ 99,000	\$ 1,109,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CC0000 Arterial & Collector Street Developer SDC Credit Payments

DESCRIPTION

Payments to developers for arterial and collector street construction done as part of new development by the private sector.

PURPOSE AND JUSTIFICATION

This funding provides a means to pay back developers for increasing street capacity of arterial and collector streets as part of their development project. For certain developer projects, it is necessary that the developer make improvements to adjoining arterial and collector streets rather than waiting for the City to include them in its capital improvement program. The developer will be paid for a portion of the cost of these improvements from the Street System Development fund as allowed by Ordinance No. 6955, which established the Street Systems Development Charge.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Tower Business Park CC1266	\$ 318,900			\$ 318,900
Cherry Lane - Ph 4, 5 CC1282	10,360			10,360
Crystal Heights CC1347	9,480			9,480
Saddle Ridge - Ph 1 CC1401	2,960			2,960
Alderwood - Ph 12 CC1415	105,760			105,760
Swayze Subdivision CC1585	18,370			18,370
Northern Estates CC1647	5,000			5,000
Barton Terrace CC0000	19,630			19,630
Clarkview Terrace CC1698	10,970			10,970
So. Medford High School CC0000		1,000,000		1,000,000
Misc Unknown Developer Projects CC0000		500,000	500,000	1,000,000
TOTAL	\$ 501,430	\$ 1,500,000	\$ 500,000	\$ 2,501,430

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Street SDC Fund (021)	\$ 501,430	\$ 1,500,000	\$ 500,000	\$ 2,501,430
TOTAL	\$ 501,430	\$ 1,500,000	\$ 500,000	\$ 2,501,430

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CD0000 Local Street Construction

DESCRIPTION

Planning, design, contract administration and contractor payments for the construction and improvement of various local and neighborhood streets and alleys.

PURPOSE AND JUSTIFICATION

To provide standard surface transportation to areas that otherwise would remain in an "as is" condition and to relieve the fronting property owners of the financial burden of upgrading their street.

Road dust is one of the major contributors to particulate pollution in Medford. The City is eligible for funds through the Congestion Management and Air Quality (CMAQ) program to help improve air quality in the valley. Upgrading granite surfaced street with curbs, gutters and paving as well as paving alleys is a viable means of approaching this problem. It will also help reduce maintenance costs for these streets and alleys.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
CMAQ Alleys - Ph II (CMAQ \$) CD0553		\$ 240,000		\$ 240,000
Mace/Hward Sch to Connell CD1575	150,000			150,000
Corona Ave -- McAndrews to Grand CD0000			450,000	450,000
Excel Dr -- Delta Waters to Delta Ctr (Dev \$\$) CD1630	600,000			600,000
Midway-Table Rock to 330' West CD1692		100,000		100,000
TOTAL	\$ 750,000	\$ 340,000	\$ 450,000	\$ 1,540,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Street Improvement Fund (042)	\$ 750,000	\$ 240,000		\$ 990,000
Special Sidewalk Fund (044)		100,000	450,000	550,000
TOTAL	\$ 750,000	\$ 340,000	\$ 450,000	\$ 1,540,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CE0000 Developer Right-of-Way Dedication SDC Credit

DESCRIPTION

Payments to developers for right-of-way required as a condition of new development by the private sector.

PURPOSE AND JUSTIFICATION

This project category provides a means to pay back private sector developers for right-of-way required for arterial or collector streets that are part of or adjacent to their development projects. Each of the subdivisions listed below is either completed or under construction and is eligible for Street SDC credits.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Tower Business Park CE1266	\$ 675,520			\$ 675,520
Cherry Lane Est. -- Ph 4 & 5 CE1282	1,020			1,020
Heights @ Hillcrest CE1536	16,000			16,000
Hunter Place CE1596	6,130			6,130
Whitnery Place CE1613	35,000			35,000
Cox East-Phase 2 CE0000	60,540			60,540
Brooks Sub CE0000	3,300			3,300
Barton Terrace CE0000	10,500			10,500
Spring Meadows CE0000		470,000		470,000
Misc. Unknown Developer Projects CE0000		500,000	500,000	1,000,000
TOTAL	\$ 808,010	\$ 970,000	\$ 500,000	\$ 2,278,010

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Street SDC Fund (021)	\$ 808,010	\$ 970,000	\$ 500,000	\$ 2,278,010
TOTAL	\$ 808,010	\$ 970,000	\$ 500,000	\$ 2,278,010

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CH0000 Sanitary Sewer Rehabs/Upgrades

DESCRIPTION

Replace various undersized and/or deteriorated sanitary sewers and eliminate direct inflow into the sewer trunk system.

PURPOSE AND JUSTIFICATION

The Sanitary Sewer Master Plan has identified several million dollars worth of existing sewer pipe which needs to be replaced and/or upsized.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Repair & Replace-Alley, East of Lindley CH0845	\$ 66,000	\$ 9,000		\$ 75,000
Lone Pine Rd -- Fillmore to Papago CH0840	310,000	150,000		460,000
Jackson Street -Columbus/Wdstk CH0000		200,000	290,000	490,000
TOTAL	\$ 376,000	\$ 359,000	\$ 290,000	\$ 1,025,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sanitary Sewer Maintenance Fund (014)	\$ 66,000	\$ 9,000		\$ 75,000
Sewer Collection System SDC Fund (020)	310,000	350,000	290,000	950,000
TOTAL	\$ 376,000	\$ 359,000	\$ 290,000	\$ 1,025,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CL0000 Developer Sanitary Sewer Payments

DESCRIPTION

Payments to developers for construction of oversize sanitary sewer lines constructed as part of private development projects.

PURPOSE AND JUSTIFICATION

Occasionally developers are required to construct sanitary sewer lines larger than needed for their projects, in order to serve future upstream development. This project category provides a means of compensating them for the additional capacity.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Various Unknown Developer Projects		\$ 10,000	\$ 10,000	\$ 20,000
TOTAL	\$ -	\$ 10,000	\$ 10,000	\$ 20,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sewer Collection System Fund (020)		\$ 10,000	\$ 10,000	\$ 20,000
TOTAL	\$ -	\$ 10,000	\$ 10,000	\$ 20,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CP0000 City Storm Drain Projects

DESCRIPTION

Planning, design, contract administration and contractor payments for various storm drain system improvements, repairs as well as upgrades to the existing storm drain system throughout the City.

PURPOSE AND JUSTIFICATION

To alleviate known drainage problems and extend existing drainage systems. To provide an orderly expansion of the storm drain system into areas of known drainage consistent with the Medford Area Drainage Master Plan. This project category represents the City's storm drain construction commitment financed by the monthly fee paid by all property owners, private and commercial as well as System Development Charges.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Storm Drain Repair-Court-Beatty, South of Walnut CP086	\$ 8,000	\$ 300,000		\$ 308,000
NPDES - Ph II Activities CP0885	30,000		30,000	60,000
La Loma/Juanipero Storm Drain CP0902	95,000			95,000
Elk Creek Basin Plan CP0926	55,000	10,000		65,000
Holmes Ave -- Oakdale to Ivy CP0000		70,000	250,000	320,000
Airport Road-Table Rock to Bear Creek CP0000		370,000		370,000
Crooked Creek Basin Plan CP0000			100,000	100,000
TMDL Activities CP0927		30,000	30,000	60,000
Edwards Storm Drain			70,000	70,000
Miscellaneous Storm Drain Projects		40,000	40,000	80,000
TOTAL	\$ 188,000	\$ 820,000	\$ 520,000	\$ 1,528,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Storm Drain SDC Fund (022)	\$ 150,000	\$ 450,000	\$ 420,000	\$ 1,020,000
Storm Drain Utility Fund (046)	38,000	370,000	100,000	508,000
TOTAL	\$ 188,000	\$ 820,000	\$ 520,000	\$ 1,528,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CS0000 Developer Storm Drain Payments

DESCRIPTION

Payments to developers for construction of oversize storm drainage pipes required to handle future upstream flows.

PURPOSE AND JUSTIFICATION

To allow an orderly progression toward completion of the Medford Area Drainage Master Plan. This funding provides for a pay back to a developer for over sizing drainage facilities within his project area. Ordinance No. 4940 outlined the City's intent to share costs in certain storm drain facilities. As these obligations come due, the Drainage SDC Fund pays for the associated costs. Typically this would be a cost sharing situation in a new development or the storm drain costs in a local improvement project. We receive system development charges for storm drainage that offsets new development cost sharing.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Misc. Unknown Developer Project		\$ 10,000	\$ 10,000	\$ 20,000
TOTAL	\$ -	\$ 10,000	\$ 10,000	\$ 20,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Storm Drain SDC Fund (022)		\$ 10,000	\$ 10,000	\$ 20,000
TOTAL	\$ -	\$ 10,000	\$ 10,000	\$ 20,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CT0000 Miscellaneous

DESCRIPTION

Replace various bridges throughout the City as needed.

PURPOSE AND JUSTIFICATION

In 2002, ODOT's annual bridge inspection program revealed the McAndrews Bridge over Bear Creek had an extremely low sufficiency program. The City applied for, and received, an OTIA-III grant for \$8.346 million to replace the bridge. The bridge is complete. The unused portion of the grant needs to be returned to ODOT.

The City Council has previously approved an agreement with the Developer to replace the Larson Creek Bridge. This project represents the City's portion of the costs. The Jackson/Biddle Interchange is heavily used by pedestrians and is not currently handicapped friendly. A safety problem with the old-style bridge rail was brought to the attention of Public Works and needs to be replaced.

The City of Medford has been granted \$1,027,699 in Federal American Recovery and Reinvestment Act (ARRA) of 2009 funds (stimulus funds) that the Council has directed to be spent on the Bear Creek Greenway Trail Overcrossing at Barnett Road. Further, the City has been granted up to \$500,000 in Congestion Mitigation/Air Quality (CMAQ) funds and \$801,000 from federal 'earmark' funds transferred from Jackson County for this project.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
McAndrews Bridge Replacement CT0557	\$ 100,000			\$ 100,000
Larson Creek Bridge Replacement CT0589	271,170			271,170
Jackson/Biddle Interchange Pedestrian Island CT0000			50,000	50,000
Bridge Rail Fix-Main/Jackson CT0000			50,000	50,000
Bear Creek Greenway Trail Overcrossing CT0625		2,328,700		2,328,700
TOTAL	\$ 371,170	\$ 2,328,700	\$ 100,000	\$ 2,799,870

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 100,000		\$ 100,000	\$ 200,000
Street SDC Fund (021)	20,300			20,300
Storm Drain SDC Fund (022)	110,500			110,500
Street Improvement Fund (042)	140,370	2,328,700		2,469,070
TOTAL	\$ 371,170	\$ 2,328,700	\$ 100,000	\$ 2,799,870

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: CV0000 City Sidewalk Projects

DESCRIPTION

Construct new sidewalks at various locations throughout the City.

PURPOSE AND JUSTIFICATION

Medford's citizens passed a \$4.6 million G.O. bond in 2004, specifically to construct new sidewalks near elementary schools.

The Table Rock fill-in project will allow pedestrians to safely negotiate the intersection

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Table Rock Fill ins CV0000	\$ 24,000			\$ 24,000
Safe School S/W - Ph V-East CV0599		100,000		100,000
Safe School S/W - Ph V-West CV0621	264,000			264,000
Misc. Sidewalk Projects CV0000		25,000	25,000	50,000
TOTAL	\$ 288,000	\$ 125,000	\$ 25,000	\$ 438,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Special Sidewalk Fund (044)	\$ 288,000	\$ 125,000	\$ 25,000	\$ 438,000
TOTAL	\$ 288,000	\$ 125,000	\$ 25,000	\$ 438,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: TA0000 New Traffic Signal Projects

DESCRIPTION

Planning, design, contract administration and contract payments for construction of new traffic signals and flashers.

PURPOSE AND JUSTIFICATION

To provide for safe and efficient traffic flow. This project category provides funding for new traffic signals or flashers at various locations in the City.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Springbrook & Spring -College Hill TA0153	\$ 210,000	\$ 210,000		\$ 420,000
Columbus and Jackson Interchange TA0193	10,000			10,000
Lone Pine Signal at Springbrook TA0000			50,000	50,000
TOTAL	\$ 220,000	\$ 210,000	\$ 50,000	\$ 480,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 220,000	\$ -	\$ 50,000	\$ 270,000
Street SDC Fund (21)		210,000		210,000
TOTAL	\$ 220,000	\$ 210,000	\$ 50,000	\$ 480,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: TB0000 Traffic Signal Modifications

DESCRIPTION

Rebuild or upgrade existing traffic signal installations by installing or replacing existing equipment to meet new state standards and operations.

PURPOSE AND JUSTIFICATION

To provide safe and efficient traffic flow. Many of the existing traffic signals have equipment in service that should be replaced or upgraded. New standards and technology have resulted in improved equipment that is more reliable and cost effective.

Traffic surveillance cameras are necessary to facilitate efficiency and safety on the major transportation corridors in the City. Eventually, the City will be able to provide real-time travel information to the media as well as emergency services. Data can also be provided to ODOT's TripCheck website.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Signal Interconnect -- Fiber Optics TB0205	\$ 30,000		\$ 30,000	\$ 60,000
Traffic Surveillance TB0000	40,000			40,000
Signal Mod -- 4th & Central TB0221	24,000	76,000		100,000
Signal Mod -- Oakdale & Main/8th TB0220	150,000			150,000
Signal System Update TB0000	20,000			20,000
TOTAL	\$ 264,000	\$ 76,000	\$ 30,000	\$ 370,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 264,000	\$ 76,000	\$ 30,000	\$ 370,000
TOTAL	\$ 264,000	\$ 76,000	\$ 30,000	\$ 370,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: TD0000 City Illumination Projects

DESCRIPTION

Install street lighting in older areas of the City.

PURPOSE AND JUSTIFICATION

To provide for safe and efficient movement of people and goods. Illumination also provides nighttime security for property and improvements. Street lighting is an element in bringing City streets up to urban standards. Some older sections of the City were built prior to street lighting requirements. The West Medford Coalition has indicated a need for better street lighting in parts of West Medford. Other requests come through the Neighborhood Walk program.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
W. Main-Chestnut to Oak Grove TD0232		\$ 68,000		\$ 68,000
Residential Street Lights-09/10 TD0000		10,000		10,000
Residential Street Lights-09/10 TD0000			10,000	10,000
TOTAL	\$ -	\$ 78,000	\$ 10,000	\$ 88,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)		\$ 78,000	\$ 10,000	\$ 88,000
TOTAL	\$ -	\$ 78,000	\$ 10,000	\$ 88,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: TE0000 Intersection Modifications

DESCRIPTION

Planning, design, contract administration and contractor payments for various modifications, including the addition of turn lanes, alternative intersections, and roundabouts.

PURPOSE AND JUSTIFICATION

To improve traffic safety and efficiency at intersections, of which the Table Rock and Merriman intersection is on the "17 Bonded Street Projects" list.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Table Rock and Merriman Intx TE0201	\$ 719,000	\$ 600,000		\$ 1,319,000
Highland and Greenwood TE0201	200,000	15,000		215,000
Traffic System Management Projects TE0000	50,000			50,000
TOTAL	\$ 969,000	\$ 615,000	\$ -	\$ 1,584,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 969,000			\$ 969,000
Street SDC Fund (21)		615,000		615,000
TOTAL	\$ 969,000	\$ 615,000	\$ -	\$ 1,584,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: TJ0000 Traffic Studies

DESCRIPTION

Signal timing and traffic circulation studies

PURPOSE AND JUSTIFICATION

Signal timing studies are necessary to improve safety and efficiency on the City's arterial and collector street system.

The Larson Creek Greenway is identified in the City's Transportation System Plan (TSP). The City's bicycling community is concerned over the level of development taking place in this part of the City. A study is being conducted to look at the impacts of such development on the future of the greenway.

Local circulation studies are necessary to facilitate a grid of streets that minimize the effects of the development on the surrounding arterial and collector streets. They are also identified as a needed task in the City's TSP. There are currently two adopted circulation plans in place out of an estimated ten that are needed.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Signal Timing Study TJ0000	\$ 20,000			\$ 20,000
Larson Creek Greenway Study TJ0216	4,000			4,000
Local Circulation Study TJ0000	80,000			80,000
TOTAL	\$ 104,000	\$ -	\$ -	\$ 104,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 104,000			\$ 104,000
TOTAL	\$ 104,000	\$ -	\$ -	\$ 104,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

ENGINEERING AND DEVELOPMENT (4003)

PROJECT NUMBER: TL0000 Traffic Calming

DESCRIPTION

Traffic calming to include but not limited to the following: speed bumps, raised crosswalks and curb extensions.

PURPOSE AND JUSTIFICATION

To increase pedestrian safety and reduce speeds on major neighborhood streets and reduce cut-through traffic on local neighborhood streets.

Bicycle, pedestrian and freight projects are small improvements, e.g., signage or striping, as required by the City's TSP. The projects help facilitate multi-modal transportation and help increase efficiencies in the transportation system.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Bicycle Striping and Education TL0230	\$ 4,500			\$ 4,500
Bike/Pedestrian-General TL0000	30,000			30,000
Miscellaneous Traffic Calming Projects TL0000	50,000			50,000
TOTAL	\$ 84,500	\$ -	\$ -	\$ 84,500

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Gas Tax Fund (013)	\$ 84,500			\$ 84,500
TOTAL	\$ 84,500	\$ -	\$ -	\$ 84,500

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

OPERATIONS (4107)

PROJECT NUMBER: MA1000: Radio System Upgrade

DESCRIPTION

Replacement of mobile radios and Public Works base station.

PURPOSE AND JUSTIFICATION

Replacement of mobile radios and base station is necessary in order to bring Public Works into compliance with federally mandated rules. The narrow banding rules apply to all FCC licensed agencies.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Radio System Upgrade MA1001			\$ 50,000	\$ 50,000
TOTAL	\$ -	\$ -	\$ 50,000	\$ 50,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Street Utility Fund (024)			\$ 25,000	\$ 25,000
Sanitary Sewer Maintenance Fund (014)			12,500	12,500
Storm Drain Utility Fund (046)			12,500	12,500
TOTAL	\$ -	\$ -	\$ 50,000	\$ 50,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

OPERATIONS (4107)

PROJECT NUMBER: MC1000: Sewer Collection System Maintenance

DESCRIPTION

Use of outside contractors to provide selective sewer system maintenance, repairs, and upgrades.

PURPOSE AND JUSTIFICATION

Provide the means to rehabilitate various manholes and pipe sections which are individually too small in nature to warrant an engineered project.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Various Repair/Replacement Projects MC1002		\$ 100,000	\$ 100,000	\$ 200,000
TOTAL	\$ -	\$ 100,000	\$ 100,000	\$ 200,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sanitary Sewer Maintenance Fund (014)		\$ 100,000	\$ 100,000	\$ 200,000
TOTAL	\$ -	\$ 100,000	\$ 100,000	\$ 200,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

OPERATIONS (4107)

PROJECT NUMBER: MD1000: Drainage System Maintenance

DESCRIPTION

Use of outside contractors to provide selective drainage system maintenance, repairs, and the annual leaf collection and recycling program.

PURPOSE AND JUSTIFICATION

Manual cleaning of approximately 8.5 miles of creek and drainage channels completed on an annual schedule to reduce flooding. Provide the means to rehabilitate various manholes and pipe sections, which are individually too small in nature to warrant an engineered project. Contracting of the annual leaf collection and recycling program.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Leaf Collection and Recycling MD1003		\$ 120,000	\$ 120,000	\$ 240,000
Creek Channel Hand Cleaning & Debris Disposal MD1004		50,000	50,000	100,000
Various Repair/Replacement Projects MD1005		50,000	50,000	100,000
TOTAL	\$ -	\$ 220,000	\$ 220,000	\$ 440,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Storm Drain Utility Fund (046)		\$ 220,000	\$ 220,000	\$ 440,000
TOTAL	\$ -	\$ 220,000	\$ 220,000	\$ 440,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

OPERATIONS (4107)

PROJECT NUMBER: MF1000: Facilities Maintenance

DESCRIPTION

Construction of a vector waste receiving station at the Service Center.

PURPOSE AND JUSTIFICATION

The Operations Division fleet includes two vacuum trucks that are used to vacuum out storm drains and to perform "soft" excavation. Spoils that are vacuumed up are currently deposited into an earthen pit. Construction of a vector waste receiving station is required to meet current Oregon Dept. of Environmental Quality standards.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Vector Waste Receiving Station Construction MF1006		\$ 630,000		\$ 630,000
TOTAL	\$ -	\$ 630,000	\$ -	\$ 630,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Storm Drain Utility Fund (046)		\$ 630,000		\$ 630,000
TOTAL		\$ 630,000	\$ -	\$ 630,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

OPERATIONS (4107)

PROJECT NUMBER: MS1000: Street Maintenance

DESCRIPTION

Street maintenance contracts for overlays and pavement preservation.

PURPOSE AND JUSTIFICATION

Use of outside contractors to perform overlay of streets. The alternative to overlay is complete reconstruction. Costs for reconstructions would be at least ten-fold. Overlays can defer reconstruction almost indefinitely. Pavement preservation on selected streets with minor surface defects will remediate those defects and defer more extensive repairs at 10-30% of overlay cost.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Overlay MS1008			\$ 1,100,000	\$ 1,100,000
Pavement Preservation MS1009		350,000		350,000
TOTAL	\$ -	\$ 350,000	\$ 1,100,000	\$ 1,450,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Street Utility Fund (024)		\$ 350,000	\$ 1,100,000	\$ 1,450,000
TOTAL	\$ -	\$ 350,000	\$ 1,100,000	\$ 1,450,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

OPERATIONS (4107)

PROJECT NUMBER: MT1000: Traffic Maintenance Projects

DESCRIPTION

Upgrade equipment at existing traffic signals.

PURPOSE AND JUSTIFICATION

Replace obsolete equipment such as controllers, signal heads, pedestrian heads, and wiring at existing signalized intersections. Upgrade existing signing including larger street name signs and replacing illuminated signs with high reflectivity signs. Some intersections have equipment that is over 40 years old, and has reached the end of its useful life.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Traffic Maintenance Upgrades MT1010		\$ 100,000	\$ 100,000	\$ 200,000
TOTAL	\$ -	\$ 100,000	\$ 100,000	\$ 200,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Street Utility Fund (024)		\$ 100,000	\$ 100,000	\$ 200,000
TOTAL	\$ -	\$ 100,000	\$ 100,000	\$ 200,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

WATER RECLAMATION DIVISION (4503)

PROJECT NUMBER: WA0100 Aeration Facilities

DESCRIPTION

Planning, design, inspection, contract administration and contractor payments for the construction and improvement of aeration facilities. The aeration facilities provide oxygen to the secondary biological treatment process.

PURPOSE AND JUSTIFICATION

The addition of high efficiency air diffusers to aeration basin quadrant. A4 will increase the plant's flexibility to meet more stringent ammonia removal requirements.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
A-4 Diffusors WA0801	\$ 124,000	\$ 500,000		\$ 624,000
A-1 & A-2 Diffusors WA1101			562,500	562,500
Blower Softstart WA1102			50,000	50,000
TOTAL	\$ 124,000	\$ 500,000	\$ 612,500	\$ 1,236,500

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sewage Treatment SDC Fund (023)	\$ 124,000	\$ 500,000	\$ 562,500	\$ 1,186,500
Sewage Treatment Fund (090)			50,000	50,000
TOTAL	\$ 124,000	\$ 500,000	\$ 612,500	\$ 1,236,500

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

WATER RECLAMATION DIVISION (4503)

PROJECT NUMBER: WC0100 Secondary Clarifier Facilities

DESCRIPTION

Planning, design, inspection, contract administration and contractor payments for the construction and improvement of secondary clarifiers.

PURPOSE AND JUSTIFICATION

This project will increase the return sludge pumping capacity and piping for the existing five secondary clarifiers to increase their capacity and optimize their performance. By increasing the return sludge pumping capacity, the maximum hydraulic capacity of the clarifiers can be reached, while at the same time improving their performance when treating for the ammonia removal now required for discharge permit compliance.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Secondary RAS Mods WC1001		\$ 2,187,530		\$ 2,187,530
TOTAL	\$ -	\$ 2,187,530	\$ -	\$ 2,187,530

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sewage Treatment SDC Fund (023)		\$ 546,900		\$ 546,900
Sewage Treatment Fund (090)		1,640,630		1,640,630
TOTAL	\$ -	\$ 2,187,530	\$ -	\$ 2,187,530

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

WATER RECLAMATION DIVISION (4503)

PROJECT NUMBER: WK0100 Cogeneration Facilities

DESCRIPTION

Planning, design, inspection, contract administration and contractor payments for the construction and improvement of cogeneration facilities and associated equipment. The cogeneration facilities utilize digester gas to generate power and heat for plant operations, and they run continuously.

PURPOSE AND JUSTIFICATION

The Top End Rebuild is a required periodic engine overhaul to insure adequate output and operational reliability of the cogeneration facilities and associated equipment.

Gas Treatment provides a methane gas scrubbing system to remove harmful compounds from the digester methane gas that reduce cogeneration engine performance, as well as corrode plant digester gas lines and fill them with material that reduces their capacity.

A new cogeneration facility is necessary to replace the existing one, which is over 30 years old, out of capacity, and presents a problem for air quality permit compliance. A new cogeneration facility will provide additional energy and heat generation capacity well into the future, be considerably more efficient, and better comply with newer air quality permit requirements.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Top End Rebuild			\$ 100,000	\$ 100,000
Gas Treatment	500,000	750,000		1,250,000
New Cogeneration Unit	180,000	150,000	2,700,000	3,030,000
TOTAL	\$ 680,000	\$ 900,000	\$ 2,800,000	\$ 4,380,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sewage Treatment SDC Fund (023)	\$ 400,000	\$ 412,500	\$ 2,700,000	\$ 3,512,500
Sewage Treatment Fund (090)	280,000	487,500	100,000	867,500
TOTAL	\$ 680,000	\$ 900,000	\$ 2,800,000	\$ 4,380,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

PUBLIC WORKS

WATER RECLAMATION DIVISION (4503)

PROJECT NUMBER: WN0100 Non-Treatment Facilities

DESCRIPTION

Planning, design, inspection, contract administration and contractor payments for the construction and improvement of non-treatment facilities that support the plant operational processes.

PURPOSE AND JUSTIFICATION

The MCC1 replacement is the final step in our electrical system upgrade, this Motor Control Center is part of the original facility and is forty (40) years old. The Lab HVAC replacement is again forty (40) years old and inefficient; moving this unit to the roof will allow us to remodel the space it now occupies as a much needed Operations office. The 3W system will allow us to finish an existing project. The Man Hole Replacement project will replace an existing Man Hole damaged by Hydrogen Sulfide gas. The Fencing of the Upper Drying Beds will provide fencing around the open paved drying bed area which has been unfenced and deemed unsafe. The Ph monitoring will provide for remote pH monitoring of high and low Ph loads to the plant enabling the Source Control team to track down pH violators. The Gate replacement will allow us to continue with the second phase of our gate replacement project. The Lighting Upgrade project will allow the WRD to replace all florescent lights within the plant with high efficient electronically ballasted lighting; these budget dollars include Energy Trust rebates. The Man lift system will put in place a lifting system allowing us safer retrieval of injured workers from confined space; this is deemed a safety issue. The Security Gate System would put into place a security gate system for both main entrances to the plant providing a more secure environment for shifts that work late hours and giving more control of who is on the facility.

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
MCC1 Replacement WN1001		\$ 300,000		\$ 300,000
Lab HVAC and Remodel WN1002		187,500	112,500	300,000
Pavement Maintenance WN1003		50,000	50,000	100,000
3W System WN 1101			125,000	125,000
Man Hole Replacement WN1004		35,000		35,000
Fencing Upper D.B. WN1005		80,000		80,000
Ph Monitoring WN1006		75,000		75,000
Replace Gates WN1007		200,000	200,000	400,000
Lighting Upgrade WN1008		16,000		16,000
Man Lift System WN1009		75,000		75,000
Security Gate System WN1102			75,000	75,000
TOTAL	\$ -	\$ 1,018,500	\$ 562,500	\$ 1,581,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sewage Treatment SDC Fund (023)		\$ 375,000	\$ 125,000	\$ 500,000
Sewage Treatment Fund (090)		643,500	437,500	1,081,000
TOTAL	\$ -	\$ 1,018,500	\$ 562,500	\$ 1,581,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented

PUBLIC WORKS

WATER RECLAMATION DIVISION (4503)

PROJECT NUMBER: WR0000 Research Projects

DESCRIPTION

Facility evaluation and research projects as needed to determine the timing, cost and feasibility of capital improvements to meet treatment plant regulatory and expansion needs.

PURPOSE AND JUSTIFICATION

The O&M Manual is a permit required overview of the RWRP outlining in detail the policies and procedures necessary to run the facility. This project would do a full update of the manual in both paper and electronic form with the ability to use it as a training tool.

Now that the Rogue Basin Total Maximum Daily Loads (TMDLs) has been determined, the plant's NPDES permit will be renewed to reflect the updated discharge requirements. At this time the RWRP Facility Plan needs to be updated to evaluate the new permit requirements, evaluate treatment alternatives, and generate a proposed capital improvement program for the next 20 years. The Facility Plan is usually updated every five years or so. The last update was in November of 2000. The Facility Plan project will span the end of the last fiscal year and carry over into the first fiscal year of the biennium

PROJECT REQUIREMENTS

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
O & M Manual WR1001		\$ 200,000		\$ 200,000
Facility Plan Update WR0901	150,000			150,000
TOTAL	\$ 150,000	\$ 200,000	\$ -	\$ 350,000

PROJECT RESOURCES

	Carry Forward*	FY 2010 Budget	FY 2011 Budget	Total
Sewage Treatment Fund (090)	\$ 150,000	\$ 200,000		\$ 350,000
TOTAL	\$ 150,000	\$ 200,000	\$ -	\$ 350,000

*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.



**CITY OF MEDFORD
2007 - 2009 Biennial Budget**

Public Works Utility Fees and Unfunded Costs

Overview:

The Public Works utility fees for streets, storm drain, and sewer collection were established to maintain the infrastructure used in providing related services. Historically these funds have been adequate to provide the maintenance level-of-service and have had significant ending fund balances.

Two factors contribute to a need to examine fee adjustments which are larger than the typical cost-of-living ('COLA') increases normally implemented. The first factor is that utility costs are increasing faster than revenues. The second factor is additional needs beyond maintenance that can be funded by utility fees.

There are five discrete costs that can be included in Public Works utility fees which are not currently accounted for by existing resources. Not all of these costs need to be incurred, but the City should decide that these costs will be incurred and paid for by utility fees or that these issues should be deferred into the future.

This report projects utility fee rates to the year 2014. Infrastructure maintenance is best prioritized if resources can be relied upon for several years into the future. Large customers are very appreciative of the fact that they can rely on utility rates for several years and budget accordingly.

If all of the proposed costs herein are paid for by utility fee adjustments it is projected that the total Public Works utility fee for a single-family residence (SFR) will increase from \$21.66 in 2009 to \$32.60 in 2014. This equates to an annual increase of 8.5 percent per year for five years.

The City has three options to accomplish the five additional needs identified:

- 1) Reduce maintenance of infrastructure to pay these costs
- 2) Enhance revenues to pay these costs and continue the current levels-of service for maintenance
- 3) Do not fund some or all of these costs from utility funds

The City Council reviewed the five needs during a study session in January, 2009, and directed that all five needs be reviewed by the Budget Committee. It is requested that the Budget Committee review these issues and recommend which needs, if any, should be incorporated into utility rates.

Description of needs:

1. Real costs – increasing far faster than cost-of-living.

Typical 'COLA' adjustments to utility fees over the past 10 years have been approximately 3 percent per year. Personnel costs have risen 6-7 percent per year and material costs have increased 3-4 percent per year ... except during the last 12-18 months during which construction materials prices have risen at a faster rate. Charges for billing from the Medford Water Commission have increased 5.5 percent per year on average. The Public Works Department has been successful in maintaining and increasing service and maintenance in spite of outside costs increases through internal innovations and continuously improving efficiency. The Department spends 78 percent of the current budget through outsourcing, however, and internal cost efficiencies only affect the remaining 22 percent of the Department budget. Innovations and efficiency improvements can no longer close the gap between needs and resources.

2. Indirect costs – almost \$1M per year

When originally instituted in 1999, the total indirect cost allocation transferred to the General Fund by the Public Works Department was \$54K per year. The Department was able to absorb this impact without reducing service through efficiency improvements. The current proposed indirect cost allocation for Public Works is \$913K, more than a 17-fold increase in 10 years. This level of transfer payment cannot be sustained without additional resources or reductions in service. The Department has been aware that rate adjustments or service reductions would be required to fund this transfer payment for some time, but high ending fund balances during a booming economy made higher than 'COLA' rate adjustments unsupportable.

3. General Fund – \$721K per year

The Engineering Division of the Public Works Department has historically been predominately funded by the General Fund. In 1998 the General Fund expense for the Engineering Division exceeded \$1.1M. The Public Works Department has been directed to reduce General Fund expenditures and in the current budget proposes General Fund expenses of \$721K per year. It should be noted that if these expenses had grown consistent with other General Fund expenses the total currently would be over \$2M per year (assuming a growth rate of 6 percent).

Public Works currently plans to continue phasing out General Fund expenses and absorbing the cost to other funds by continued efficiency improvements. It is anticipated that it will require several years to accomplish a total phase-out of General Fund expenditures without directly impacting service delivery.

Adjusting utility rates to eliminate General Fund resources expended toward the Public Works Department will increase resources for other City priorities and departments by \$721K by 2014.

4. Office Space – \$300K per year (bond)

The Public Works Department Engineering Division has been located in temporary offices since 2001. Several employees were moved to remote locations because of insufficient space in the temporary offices; which has reduced efficiency and customer service. Originally this Division was scheduled to be moved back into City Hall, where it was located prior to 2001. It has become apparent over the years that the space needs of other City departments have made this impractical.

Space utilization and needs studies performed by the City in the late 1990's established that the Engineering Division needs 10,000 square feet of space to serve requirements indefinitely into the future. The Arimes Report (AKA 'Horizon study') includes collocating development-related departments as one of the primary recommendations to improve the City's development application processing. The long-term office space needs of the Public Works, Planning, Building, and development functions of the Parks Departments is 22,000 square feet based on the space utilization and needs studies previously cited.

Assuming that construction of office space is a bonded expense, the Public Works Department will need to pay approximately \$300K for a proportional share of permanent office space if the Department portion of this expense is contributed by utility funds. Note that funding for the space utilized by other departments will need to be identified and programmed.

5. Pavement maintenance– \$750K per year

The Public Works Department proposes to enhance the long-term viability of the City's pavements. Currently \$1.1M per year is spent on pavement preservation contracts. This maintenance expenditure does not keep pace with pavement deterioration. Changing the methods used to maintain streets and increasing the resources available will result adequate pavement preservation to serve the City indefinitely at the lowest life-cycle cost.

The Public Works Department Operations Division completed a 'Pavement Management Strategy' report which demonstrates that current resources are not adequate to prevent the overall deterioration of Medford's street pavements over time. The report also establishes that additional maintenance in the amount of \$750K per year (based on current asphalt prices) will preserve our street pavements at today's condition, on average. This expenditure now will prevent much poorer pavements or much higher reconstruction costs to restore pavements to good condition in the future.

The state gas tax and City street utility fee are dedicated to street-related purposes. If state gas tax revenues to the City increase significantly in the near term the Public Works Department will recommend that those funds be used for pavement maintenance rather than increase the street utility fee.

Recommendation:

- 1. Real costs** - Adjust utility fees to cover real cost increases to avoid reductions in service and maintenance.
- 2. Indirect costs** - Adjust utility fees to account for indirect cost allocation payments to the General Fund, or the indirect cost allocation should be eliminated for utility funds. Either action will avoid reductions in service and infrastructure maintenance. Reducing transfers to the General Fund will reduce resources for activities funded by the General Fund.
- 3. General Fund** - Adjust Public Works Department revenues to include all Department costs if it is desired to accelerate phasing out General Fund costs for Public Works.
- 4. Office Space** - Adjust utility fees to fund Public Works Engineering Division offices if these funds will be responsible for acquiring permanent office space.
- 5. Pavement maintenance** - Adjust the street utility fee or use any increased state transportation revenues paid to the City to provide the resources necessary to maintain the City's pavements in their current condition and provide transportation surfaces for Medford's citizens at the lowest life-cycle costs.

A spreadsheet is attached showing the resulting utility fees if any or all of the above issues are to be funded by utility fee adjustments.

Utility fee schedule 1

This schedule shows resulting fees for a single-family residence (SFR) if the following costs are paid for by utility fees:

- Indirect costs allocation \$1M per year
- General Fund = \$800K per year
- 6% real costs annual increase (labor costs and construction cost factor)
- Office space = \$300K per year
- Pavement Maintenance strategic plan = \$750K per year

Fees in white boxes are established by existing ordinances.
Fees in gray boxes result from funding items listed above.

Total current annual revenue = \$12M

	2008	2009	2010	2011	2012	2013	2014
sewer	9.53	9.91	10.31	11.26	12.29	13.43	14.66
storm	4.80	5.20	5.60	6.00	6.67	7.41	8.23
street	6.18	6.55	7.39	8.35	9.43	10.64	12.01

Utility fee schedule 2

This schedule shows resulting fees for a single-family residence (SFR) if the following costs are paid for by utility fees:

Indirect costs allocation \$1M per year
 General Fund = \$800K per year
 6% real costs annual increase (labor costs and construction cost factor)
 Office space = \$300K per year

Fees in white boxes are established by existing ordinances.
 Fees in gray boxes result from funding items listed above.

Total current annual revenue = \$12M

	2008	2009	2010	2011	2012	2013	2014
sewer	9.53	9.91	10.31	11.26	12.29	13.43	14.66
storm	4.80	5.20	5.60	6.00	6.67	7.41	8.23
street	6.18	6.55	7.21	7.93	8.72	9.59	10.55

Utility fee schedule 3

This schedule shows resulting fees for a single-family residence (SFR) if the following costs are paid for by utility fees:

Indirect costs allocation \$1M per year
 General Fund = \$800K per year
 6% real costs annual increase (labor costs and construction cost factor)

Fees in white boxes are established by existing ordinances.
 Fees in gray boxes result from funding items listed above.

Total current annual revenue = \$12M

	2008	2009	2010	2011	2012	2013	2014
sewer	9.53	9.91	10.31	11.20	12.16	13.21	14.34
storm	4.80	5.20	5.60	6.00	6.62	7.30	8.05
street	6.18	6.55	7.17	7.85	8.60	9.42	10.31