2015 Proposed Operating Budget
Department of Service & Engineering
The Department of Service and Engineering consists of two divisions, the Division of Public Service and the Division of Engineering. The Department is staffed by 23 full time employees with additional support from part-time and seasonal employees. The Department is responsible for all public right of ways, city operated utilities, municipally owned and operated buildings, and the City’s fleet of over 300 pieces of rolling stock and equipment. The Department manages the City’s solid waste collection program and provides planning and support assistance to community organizations and city sponsored events.
The Division of Public Service is organized into five (5) primary program areas/divisions:

• **Street Maintenance** *(pavement maintenance, traffic signals and signage, street sweeping, and roadway appurtenances including fire hydrants)*

• **Sewer Utilities** *(sanitary and storm sewers)*

• **Grounds Maintenance** *(right-of-way trees, SR 315 and US 23 right-of-way maintenance, CBD hanging baskets)*

• **Building Maintenance** *(custodial services, general facilities maintenance, electrical maintenance and HVAC maintenance)*

• **Fleet Maintenance** *(vehicle and equipment acquisition, management, maintenance and repair)*
The Division of Engineering includes four (4) primary program areas:

• *Administration of Capital Improvement Projects*

• *Operation and maintenance of the City of Worthington Geographic Information System (GIS)*

• *Plan review of proposed subdivision and private development projects for conformance with City of Worthington standards and requirements*

• *Utility location*
2014 Accomplishments

• Administered the renewal of the city’s five year EPA NPDES phase II (storm water management) Permit which will be effective January 1, 2015.

• Continued the development of programming pertaining to OEPA Director’s Findings and Orders for Sanitary Sewer Management Program.

• Managed the City’s Solid Waste Collection Contract with Local Waste Services. Expanded the drop off program at the Highland yard to included electronics recycling in addition to motor oil and yard waste.
2014 Accomplishments

- Completed the five year demonstration project to control the Emerald Ash Borer infestation of ash trees. 182 ash trees remain in healthy condition.

- Completed the 2014 Street Improvement Program.

- Coordinated with ODOT for the resurfacing of the Olentangy Freeway scheduled for 2015 and Granville Road scheduled for 2016.

- Assisted Parks and Recreation with administration of the Community Center Roof Replacement Project.
• Administered construction contracts for the Police Station exterior stairway replacement, mansard roof reconstruction and Goorey Municipal Building carpet replacement.

• Provided project coordination with the Ohio Department of Transportation related to the I270/US 23 Intersection Improvement.

• Administered the consultant selection process and began preliminary engineering of the Huntley –Wilson Bridge –Worthington Galena Intersection Reconstruction.

• Administered the consultant selection process for the Central Districts Sanitary Sewer Study.
2015 Objectives

- Administer Capital Improvement projects identified in the Five Year Capital Improvement Program.

- Continue implementation of the requirements of the OEPA Director’s Findings and Orders regarding sanitary sewer system management.

- Complete rewriting the City’s Storm Water Management Plan to meet the provisions of the new five year NPDES permit.

- Restructure the Fleet Management operation with the revised responsibilities of the Fleet Manager to improve interaction with other departments and implement analytical business practices for vehicle and equipment purchase, replacement and disposal.
## Funding Summary

### Service/Engineering Department

<table>
<thead>
<tr>
<th>Category</th>
<th>Actual 2013</th>
<th>Approved 2014</th>
<th>Budget 2015</th>
<th>Forecast 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personal Services</strong></td>
<td>$ 997,066</td>
<td>$ 1,020,632</td>
<td>$1,031,138</td>
<td>$1,059,208</td>
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<tr>
<td><strong>Additional Personal Services</strong></td>
<td>147,370</td>
<td>153,238</td>
<td>482,295</td>
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<td><strong>Supplies and Materials</strong></td>
<td>348,681</td>
<td>427,600</td>
<td>489,600</td>
<td>489,600</td>
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<tr>
<td><strong>Capital Equipment</strong></td>
<td>1,150</td>
<td>1,150</td>
<td>1,150</td>
<td>1,150</td>
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<tr>
<td><strong>Contractual Services</strong></td>
<td>240,986</td>
<td>329,800</td>
<td>435,800</td>
<td>435,800</td>
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<tr>
<td><strong>Total - General Fund</strong></td>
<td>$1,735,253</td>
<td>$1,932,420</td>
<td>$2,439,983</td>
<td>$2,497,204</td>
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</tbody>
</table>

### Other Funds

<table>
<thead>
<tr>
<th>Category</th>
<th>Actual 2013</th>
<th>Approved 2014</th>
<th>Budget 2015</th>
<th>Forecast 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personal Services</strong></td>
<td>$ 615,298</td>
<td>$ 647,138</td>
<td>$ 639,056</td>
<td>$ 654,931</td>
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<td><strong>Additional Personal Services</strong></td>
<td>101,414</td>
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<td><strong>Supplies and Materials</strong></td>
<td>87,859</td>
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<td><strong>Capital Equipment</strong></td>
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<td>13,000</td>
<td>13,000</td>
<td>13,000</td>
</tr>
<tr>
<td><strong>Contractual Services</strong></td>
<td>110,741</td>
<td>221,500</td>
<td>120,500</td>
<td>120,500</td>
</tr>
<tr>
<td><strong>Total - Other Funds</strong></td>
<td>$ 928,312</td>
<td>$ 1,114,088</td>
<td>$1,202,696</td>
<td>$1,236,207</td>
</tr>
</tbody>
</table>
Expenditure Summary

Expenditure Summary

- 2013: General Fund $1,735,253, Other Funds $928,312
- 2014: General Fund $1,932,420, Other Funds $1,114,088
- 2015: General Fund $2,439,983, Other Funds $1,202,696
- 2016: General Fund $2,497,204, Other Funds $1,236,207
One of the challenges facing the Department in the 2014/2015 winter season will be the availability and cost of rock salt for roadway deicing. We will begin the season with 1700 tons of rock salt on hand and a commitment through the purchasing consortium for the delivery of 475 tons at a price of $112.50 per ton (the 2013/2014 delivered price was $48.43 per ton delivered). This quantity will be sufficient if we experience a typical winter season with the average seasonal use over the last 10 years 1417 tons. An additional $50,000.00 has been requested with the 2015 budget to fund the purchase of salt at the increased price.

With the completion of the demonstration project to control effects of Emerald Ash Borer, 182 healthy trees remain. The 2015 budget includes a request of $20,000.00 to fund the continuance of the EAB insecticide treatment for these trees to mitigate the impact to the Worthington urban forest.

Funding of both the Street Maintenance and Repair Fund and the State Highway Fund continue to be a flat revenue source that does not meet growing operational expenses thus increasing the dependence on the General Fund to cover operational costs. Staff continues to pursue additional funding sources for street capital improvement efforts.

The department continues to experience retirements of the senior staff. The fleet manager position is currently open and additional retirements are anticipated in 2015. We plan to make staff adjustments and fill positions in order to maintain adequate staffing levels to deliver quality services.