

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Public Works *amb*

BOARD AGENDA # *C-5

Urgent

Routine

AGENDA DATE May 20, 2008

CEO Concurs with Recommendation YES NO
(Information Attached)

4/5 Vote Required YES NO

SUBJECT:

Consideration of the Public Works Annual Report

STAFF RECOMMENDATIONS:

Accept the Public Works Annual Report.

FISCAL IMPACT:

The combined budgets for all divisions of the Department of Public Works for Fiscal Year 2007/2008 is \$60,091,172. There is no direct fiscal impact associated with the acceptance of this report.

BOARD ACTION AS FOLLOWS:

No. 2008-361

On motion of Supervisor Grover, Seconded by Supervisor DeMartini
and approved by the following vote,

Ayes: Supervisors: O'Brien, Grover, DeMartini and Chairman Mayfield

Noes: Supervisors: None

Excused or Absent: Supervisors: Monteith

Abstaining: Supervisor: None

1) X Approved as recommended

2) _____ Denied

3) _____ Approved as amended

4) _____ Other:

MOTION:

Christine Ferraro

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

Consideration of the Public Works Annual Report

DISCUSSION:

A well-planned infrastructure system is essential to the health, safety, and well-being of the residents of Stanislaus County. Infrastructure also plays a key role in attracting and sustaining economic development. Stanislaus County's Public Works Department is entrusted with the construction and management of roads and bridges, operation of inter-city transit services, and regional transportation planning, in support of developing and maintaining a well-planned infrastructure system.

The unincorporated area of Stanislaus County has approximately 1,600 miles of public roadway, located over nearly 1,500 square miles. The Department of Public Works challenge has been to provide transportation services in the form of travelable roadways and transit services to the citizens of Stanislaus County in the most cost efficient manner possible.

Public Works' first annual report provides information on the services provided by the Department, and the projects either undertaken or completed during Fiscal Year 2007-2008.

POLICY ISSUES:

Acceptance of this report addresses the Board of Supervisor's priorities of a well-planned infrastructure system, a safe community, and efficient delivery of public services.

STAFFING IMPACTS:

There are no staffing impacts associated with this item.



Public Works Annual Report 2007





Our Mission

Manage and improve infrastructure through safe and efficient use of resources and assets for the benefit of our citizens.



Our Vision

Strive to be the leading Public Works Department through innovative stewardship of infrastructure and environment.



LETTER FROM THE DIRECTOR

Welcome to the 2007 Stanislaus County Department of Public Works Annual Report. It is our hope that this report will provide you with an excellent overview of some of the department's achievements.

Roadway maintenance was our top priority. We approached road maintenance with a combination of asphalt overlays, rubberized chip seals and conventional chip seals. We successfully resurfaced 106 miles of roads. Other areas of considerable effort included our Public Facility Fees (PFF) [congestion relief] project delivery (18 projects completed, 2 projects awarded), a more global approach to private development, a renewed drive to provide flood control and numerous urban community improvement projects.

During the year, Public Works was successful in recruiting licensed Civil Engineers to fill the Director, Deputy Director and Senior Civil Engineer positions. Now that we are fully staffed, we anticipate achieving unprecedented project delivery.

I would like to thank the Public Works personnel and other County departments for the warm welcome as I joined the County team early this year. With recent retirements and upcoming retirements, I felt it necessary to reorganize our structure and focus on our core strengths while providing some succession planning. Though change can be difficult, I felt that it rejuvenated our spirit towards Public Works.

Public Works is committed to our vision, mission and values. With the most professional and hard working staff and the ongoing support of the Board of Supervisors, we continue to provide a well-planned infrastructure system, efficient delivery of public services and to build effective partnerships.

A handwritten signature in blue ink that reads "Matt Machado".

Matt Machado



LETTER FROM THE DEPUTY DIRECTOR

I am pleased to join the Stanislaus Public Works Department and am looking forward to a bright and productive future under Matt Machado's new leadership and with support from management and the Board of Supervisors.

We have much to do. I am committed to structuring and managing the Engineering and Operations Divisions to maximize our efficiency and effectiveness in delivering and maintaining our infrastructure.

In the coming year, it is our goal to implement a project management system that will define roles, responsibilities and expected outcomes for our engineering functions. In addition, we will be updating and implementing a pavement management system that will allow us to establish a road resurfacing program to maximize our road funding and provide the best benefit for the dollars.

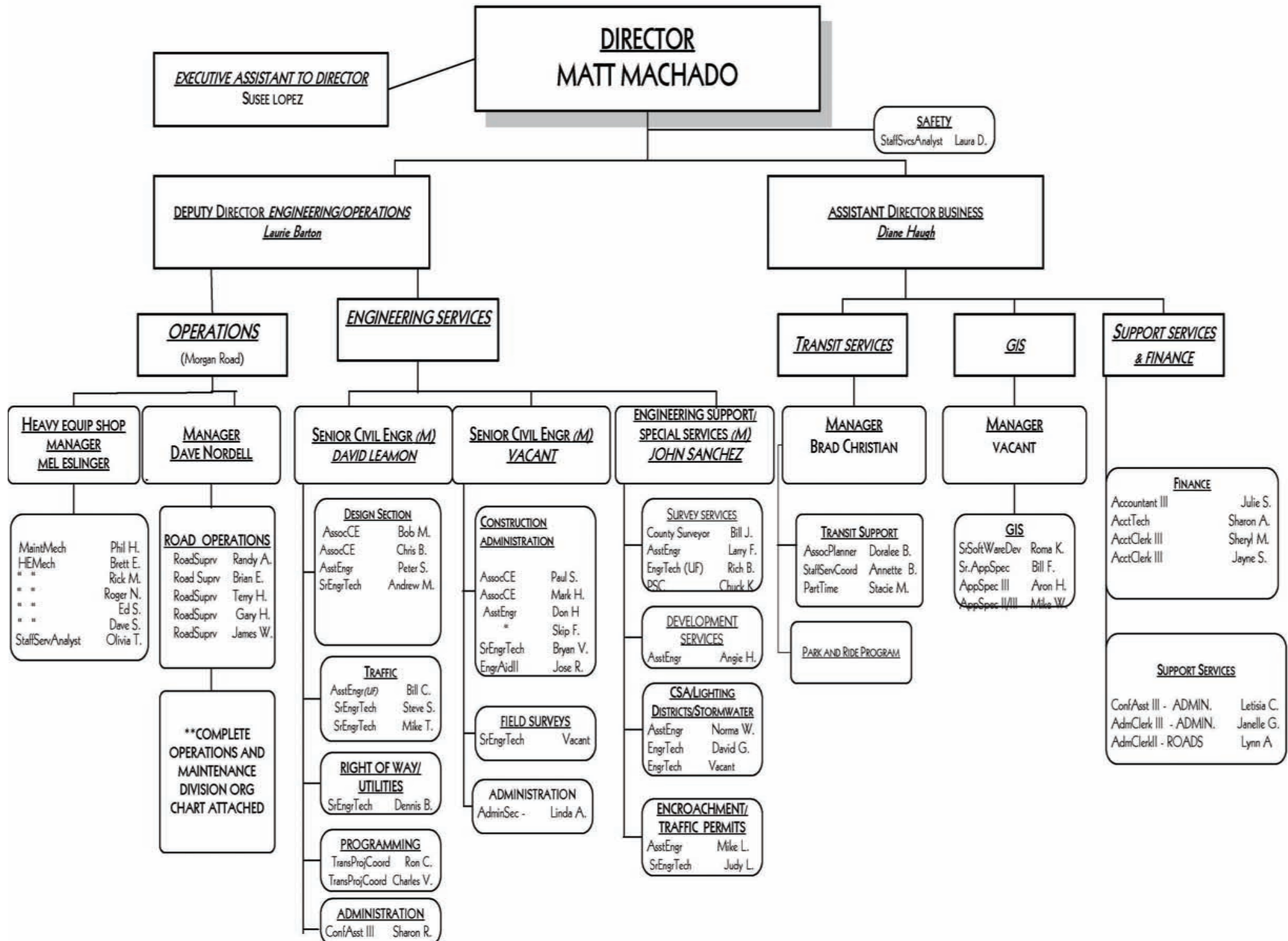
We have many issues to address, such as renewal of our National Pollutant Discharge Elimination Permit, master planning for the Salida area infrastructure, widening of Route 219, the north county corridor planning, several bridge projects and resurfacing another 125+ miles of roadway. I look forward to the challenges and know that I will be working with a dedicated and professional staff to address each of them.



A handwritten signature in blue ink that reads "Laurie Barton". The signature is written in a cursive, flowing style.

Laurie Barton

DEPARTMENT OF PUBLIC WORKS

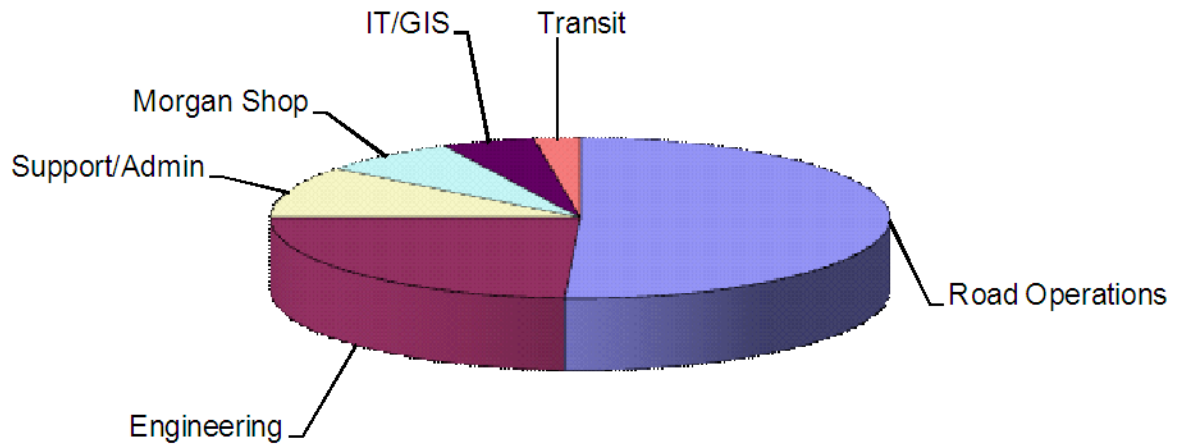


REVISED
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OVERVIEW

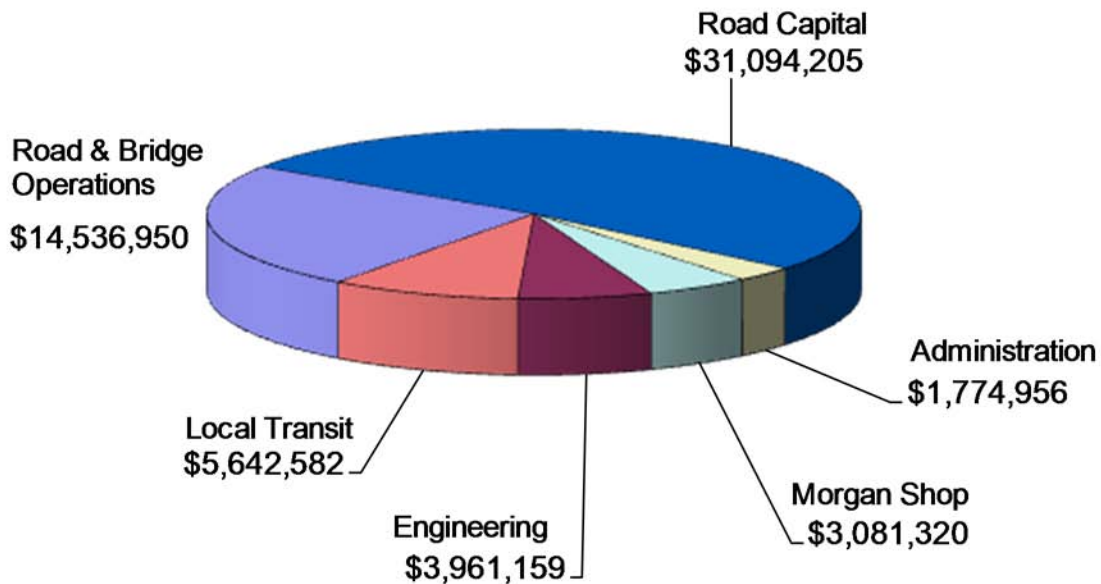
Public Works Staffing



Public Works is comprised of six functional areas. These areas support Public Works mission to manage and improve infrastructure through safe and efficient use of resources and assets for the benefit of our citizens. As seen in the chart above, the majority of Public Works' staffing resources are allocated to Road Operations and Engineering Services.

PUBLIC WORKS 2007/2008 BUDGET OVERVIEW

Public Works Budget by Division FY 07/08



Public Works annual budget for Fiscal Year 2007/2008 is approximately \$60 million. As depicted above, Road Maintenance and Operations and Capital Projects utilize the vast majority of these resources. Capital projects consist of roadway improvements such as intersection widening and traffic signals, roadway widening, and conventional chip, rubberized chip and asphalt overlays to improve road surfaces.

The Engineering Division and Morgan Shop provide services in support of Road Operations and Projects. Engineering provides design, construction and traffic services while Morgan Shop provides heavy equipment and fueling services.

The Public Works Transit Division oversees the operation of Stanislaus Regional Transit ("StaRT"), the County's intercity public transportation system.



David Leamon

Engineering - Special Projects

David Leamon, PE Senior Civil Engineer



Charles Vasquez

Public Works provides project management consultant selection and management, Design and construction, oversight services to other County Departments such as Department of Environmental Resources, Parks Department and the Redevelopment Department.

2007 Accomplishments

- Completion of Phase I construction for the Keyes Infrastructure Improvement Project (installation of a storm water filtration unit).
- Final Design for Phase II for the Keyes Infrastructure Improvement Project.
- 95% Completion of reconstruction of the Sperry Avenue Improvements Project.
- Started the design phase for the Empire Improvements Project.
- Started construction of the Water Well and Distribution System Improvements at Woodward Reservoir.
- Started construction for the Parklawn Park Improvements.
- Completed installation of the Sanitary Sewer System within the community of the Robertson road area.
- Completion of the Reception Household Hazardous Waste Facility at Morgan Road.

2008 Goals

- Completion and fiscal closure of the Sperry Avenue Improvement Project.
- Completion of the Woodward Reservoir Water Well and Filtration System.
- Completion of the Improvements at Parklawn Park.
- Start the Design Phase for the Fink Road Landfill Cell #5.
- Start the construction, Phase II Keyes infrastructure Improvement Project.
- Complete the Design Phase of the Empire Improvement Project.
- Start the Design Phase for the Airport District Improvement Project.
- Start the Design Phase for the McHenry Bridge across the Stanislaus River replacement Project.
- Continue the design for the replacement of the Crows Landing Bridge over the Tuolumne River.
- Continue the design phase for the Geer Road over the Tuolumne River seismic retrofit.



David Leamon

Engineering - Programming

David Leamon, PE Senior Civil Engineer



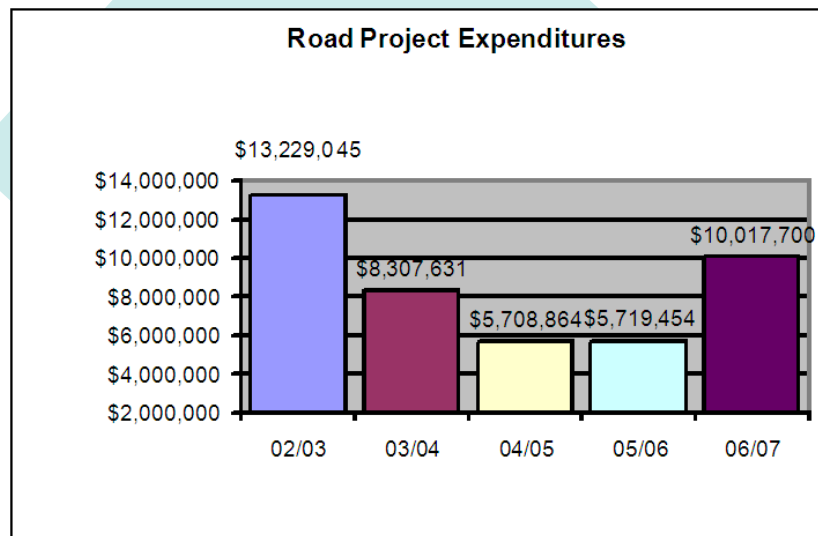
Ron Cherrier

Depending upon the particular funding program, the county can receive up to approximately 88 cents on the dollar. This means the county provides about 12 cents for every dollar spent on a project. By obtaining these funds, it enables Stanislaus County to more efficiently utilize limited resources. Projects may include, but not limited to: signalization of intersections, road realignments, road resurfacing, road widening, bridge modifications and replacements, installation of sidewalks, bicycle/pedestrian facilities, the purchase of compressed natural gas (CNG) vehicles, the installation of CNG fueling and vehicle repair facilities, and railroad crossing safety improvements.

Road Capital Projects are funded through a variety of sources including: Federal and State monies, Public Facility Fees (developer fees), Proposition 42 (Traffic Congestion Relief) and Proposition 1B funding. The ability to construct road projects is constrained by the availability of those funding sources.

As seen on the chart below, Fiscal Years 2004/2005 and 2005/2006 saw a reduction in Road Project construction. This reduction was due in large part to the State budget crisis. Proposition 42 (Traffic Congestion Relief) funds due the County were withheld by the State during that time period. These funds were subsequently refunded to Stanislaus County in Fiscal Year 2006/2007.

Most State and Federal funds require a "local match". This means in order to qualify for the State or Federal dollars, Stanislaus County must help fund a portion of the project. Most projects require approximately an 11.5% match. Therefore, if a project is expected to cost \$2,000,000 the County may qualify for \$1,770,000 of Federal or State funds, but only if the remaining \$230,000 is available from local sources. Stanislaus County has historically used Public Facility Fees and Traffic Congestion Relief funds for this purpose.





ENGINEERING – DESIGN / TRAFFIC

David Leamon, PE Senior Civil Engineer

The Public Works Engineering Division is located at Morgan Road and consists of the following:

Design

The **Design Section** provides oversight and design services for road and bridge improvement projects as defined in the Capital Improvement Program. The services include developing design plans that incorporate the County's standard specifications and meet state and federal funding requirements. The Design Section addresses the environmental, utility and right of way coordination of a project through to construction documents that consist of plans, specifications and an engineer's estimate. The construction documents are presented to the Board of Supervisors for approval to bid; the project is awarded and then tracked for progress through construction.

Traffic

The **Traffic Section** is responsible for tracking and monitoring all traffic delineation and signage on the County road system. This may include conducting traffic counts to assess capacity on the roadway, reviewing safety and accident reports, reviewing design plans for detours and analyzing the need for signals. The Traffic Section also monitors roadways that are eligible for state and federal funding through the Maintain Mileage Report.



Steve Song



Sharon Rivera

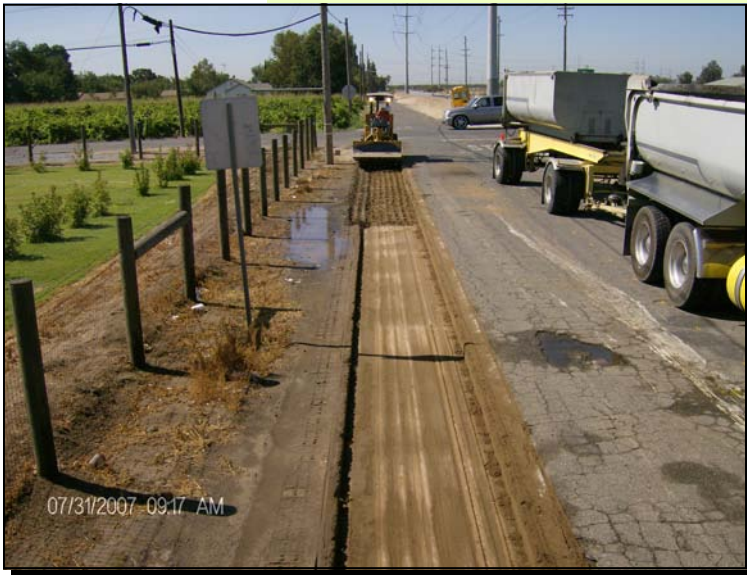


Bill Cardoza

ENGINEERING - CONSTRUCTION

Construction

The **Construction Section** oversees the construction elements of a project. It is the goal of the resident engineer to ensure that the project is built according to the plans, specifications and engineer's estimate. In doing so, the resident engineer assures the public that projects are built to satisfy their needs and the quality of the work meets our specifications. The resident engineer also monitors the project costs and processes changes in plans and estimates through the Board of Supervisors for approval.



2007 Accomplishments

Albers Rd @ SR 132 (Yosemite Blvd) Intersection Improvements/Traffic Signals
Woodward Reservoir Recreational Improvements
Albers Rd @ Dusty Lane Widening (Left Turn Lane)
AC Overlay (Mitchell Rd, Riverbank partnership)
2007 Rubberized Chip Seal Program (26.06 miles)
RSTP Road Resurfacing 06/07 (37.78 miles)
Geer Rd @ Service Rd Intersection Improvements/Traffic Signals
Geer Rd @ Fox Rd Widening (Left Turn Lane)
Geer Rd @ Hatch Rd Intersection Improvements/Traffic Signals
Monte Vista @ Lester/Main Traffic Signal
Ladd Rd @ Carver Rd Realignment
Ladd Rd @ McHenry Ave Intersection Improvements/Traffic Signal

2008 Forecasted Projects

Albers Rd @ Milnes Rd Intersection Improvements/Traffic Signals
Albers Rd Widening Phase II (Claribel to Milnes)
Geer Rd @ Santa Fe Intersection Improvements/Traffic Signals
Santa Fe @ Hatch Rd Intersection Improvements/Traffic Signals
Geer Rd @ Whitmore Ave Intersection Improvements/Traffic Signals
07/08 County Overlay (25.67 miles)
Pirrone Road Reconstruction
Salida Boulevard Improvements
Las Palmas @ Elm Intersection Improvements/Traffic Signals
Las Palmas @ Sycamore Intersection Improvements/Traffic Signals

Albers Road/132 Improvements

Project Type: Pavement widening and signalization

Cost: \$2,138,774

Start Date: December 4, 2006

Completion Date: October 22, 2007

Contractor: George Reed Inc.



Geer Road & Hatch

Project Type: Intersection improvements; pavement widening, signalization and turn lane addition

Cost: \$2,139,441

Start Date: January 11, 2006

Completion Date: June 8, 2007

Contractor: George Reed Inc.



Geer at Fox Intersection

Project Type: Add a turning lane

Cost: \$ 682,207

Start Date: February 12, 2007

Completion Date: July 6, 2007

Contractor: George Reed Inc.





ENGINEERING - SUPPORT SERVICES

John Sanchez, Manager

The County Service Area (CSA), Lighting District (LD) and Landscape and Lighting District (LLD) section of the Public Works Department provides oversight for the formation of these districts and the services provided. Services such as storm drain maintenance, streetscape and park maintenance, additional sheriff's services, and street lighting are funded by the assessment of parcels within the service areas. The addition of lights in unincorporated

This section also provides GIS mapping services on request to other County Departments and Agencies. The land development coordinator prepares department conditions of approval and agreements for discretionary land use projects and represents the Department of Public Works at Planning Commission meetings.

2007 Accomplishments

Updated GIS map layers for:

- County Service Areas
- Landscaping & Lighting Districts
- Lighting District

Provided Customer Support to Survey Staff

Indexed Internal maps

- Corner Records
- Record of Survey
- Deeds and Easements
- Subdivision Maps
- Certificate of Correction
- Bench Mark

Annexations/Upgrades:

North Ceres annexation to Bystrum Landscape and Lighting District

South Modesto annexation to Bret Harte Landscape and Lighting District

Carmax site annexation to North McHenry Lighting District

Added 7 and upgraded 28 existing street lights within the Olympic Lighting District to 200 watt, high pressure sodium lights



Angie Halverson



Norma Williams and Larry Fontana

ENGINEERING - SUPPORT SERVICES

John Sanchez, Manager

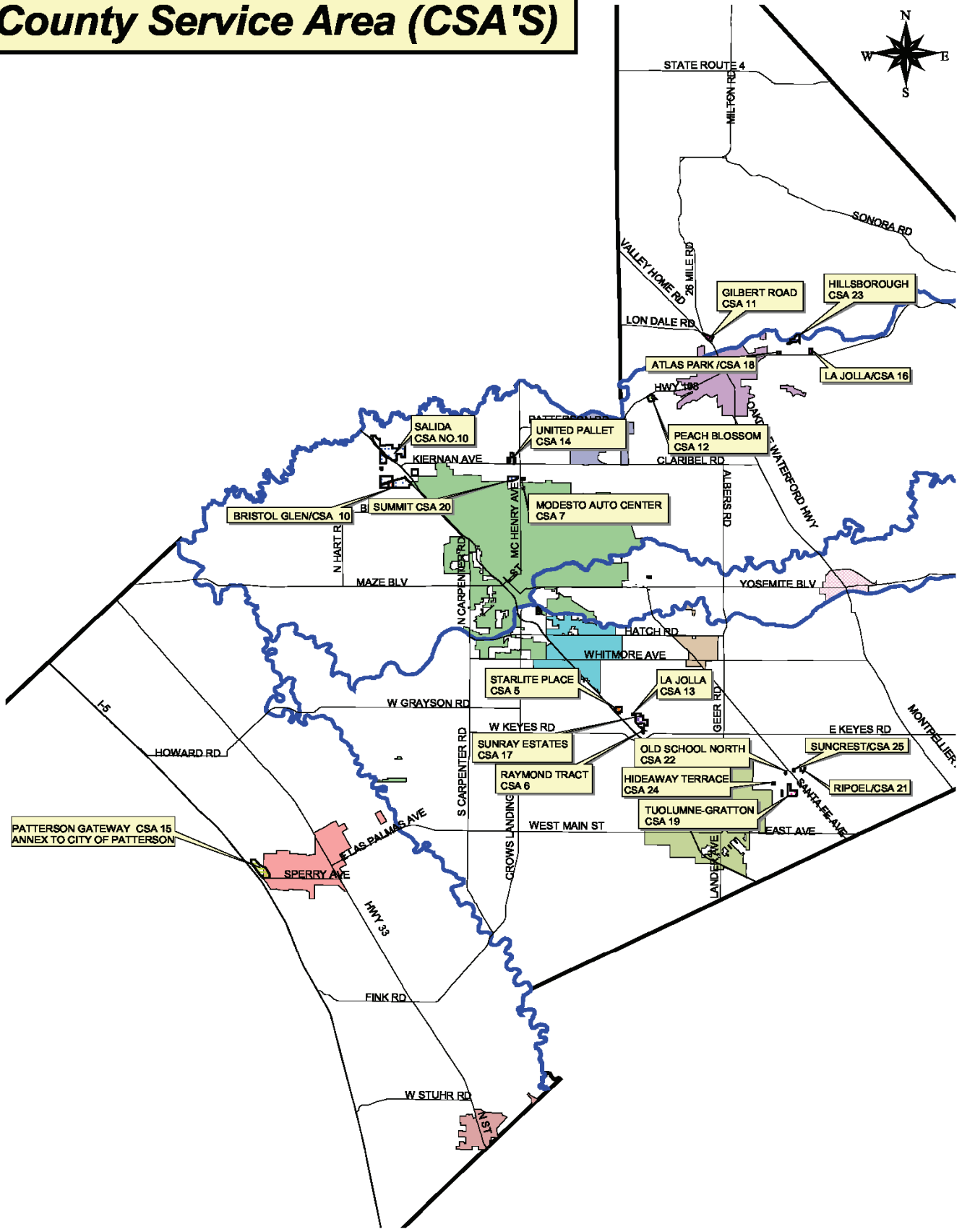
2008 Goals

- Scan and link to GIS related layers:
 - Forms related to CSA, LLD, LD
 - Deed
 - Boundary Map
 - Consent Form
 - Petition Form
 - Board Action Agenda Summary
- Draw and incorporate into GIS Basemap missing boundaries of Reclamation Districts
- Create a GIS layer identifying all light standards throughout the unincorporated area of Stanislaus County
- Create a GIS layer for all storm drain basins and outfall facilities within the unincorporated areas of Stanislaus County
- Keyes Redevelopment Project-Formation or annexation to CSA to provide storm drain maintenance
- Empire Redevelopment Project-Formation of CSA to provide storm drain maintenance
- Northeast Ceres annexation to Bystrum LLD



David Gein

County Service Area (CSA'S)



Landscape and Lighting Districts (LLD) and Lighting Districts (LD)





ENGINEERING SURVEY - MAPPING

John Sanchez, Manager

The Survey section of the Engineering Division provides the following services:

- Field Services: Field services includes monument preservation, data gathering, right of way establishment/staking, and field inspections.
- Indexing – records are indexed internally – such as benchmarks, certificates of corrections, corner records, deeds & easements, and subdivision maps. Records are also indexed externally (via web site) such as records of survey, county survey, subdivision maps and parcel maps.
- Map checking
- Legal description verification
- Road Abandonment's
- Drafting services.

In addition, the survey team is a public resource. Survey provides customer assistance to the public on a daily basis.

2007 Accomplishments

- Implemented a departmental web site containing a search engine to access all indexed Records of Survey, Parcel Maps and Subdivision Maps, along with all County Surveys (recorded and non-recorded).
- Created a research room where the public could conduct independent research of records maintained by Public Works.
- Installed a fire prevention system in the vault containing historical map library.
- Maintained and preserved approximately 9,000 corner monuments;
- Verified over 100 legal descriptions for the Planning Department;
- Re-designed and updated all the survey forms and applications.

2008 Forecasted Projects

- Create a County wide Global Positioning System (GPS) Network.
- Place all survey applications and forms on department web site.
- Upgrade GPS survey equipment
- Continue to electronically archive survey records;
- Continue to index archived documents to department web site.



Bill Jones, County Surveyor



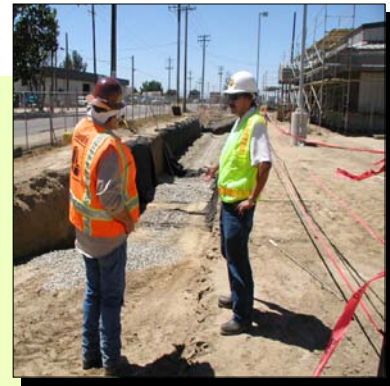
ENGINEERING - ENCROACHMENT

John Sanchez, Manager

The Encroachment Permit Division of the Public Works Department is charged with the responsibility of providing construction inspection of projects constructed within the public right-of-way or upon public property within the County of Stanislaus relating to grading and storm water retention.

The Division protects the County's interest in the construction of public improvements by assuring that the improvements are constructed in accordance with the plans, specifications, and all applicable laws to afford the greatest benefit to the public. This includes reducing and avoiding future maintenance costs, providing for public convenience and safety, and minimizing public liability.

The Division substitutes for Construction Administration Field Inspectors for Federal Labor Compliance in the construction and pavement of roads, bridges and reconstruction projects. In accomplishing this mission, employees work as a team by sharing ideas and providing support for other team members as they carry out their duties.



2007 ACCOMPLISHMENTS

- ◆ Development of an informational flyer explaining the purpose and requirements for obtaining an encroachment permit typically issued to property owners, contractors and utility companies. Completed updated training to continue to request, review and monitor Best Management Practices (BMP's) of Storm water Pollution Prevention. 247 encroachment permits for subdivisions and private developments were issued. Also substituted for Construction Administration Field Inspectors on several County projects. Over a dozen parade permits and pipeline maintenance agreements were issued.



2008 FORECAST ACCOMPLISHMENTS

- ◆ Continue to provide prompt and courteous service to all of our customers. As the supervising public agency we will continue to familiarize ourselves, monitor and enforce the California Regional Water Quality Control Board SWPPP (Storm Water Pollution Prevention Plan) submitted by contractors and property owners for every construction project that results in a cumulative one acre. A SWPPP provides a plan to monitor and limit the quantity of water-borne pollutants and soil sediment allowed to enter storm drains and natural water bodies during a rain event.





ROAD & BRIDGE DIVISION

Dave Nordell, Manager

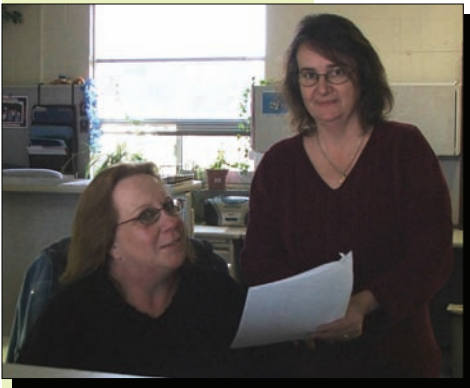
The Road and Bridge division is responsible for maintaining more than 1,600 miles of roadway within Stanislaus County. This includes maintaining roads, drainage facilities and bridges. The department is organized into four geographical zones; each zone is managed by a 3-4 person maintenance team. A separate, general maintenance team performs specialized work throughout the County, such as major roadwork, shoulder work, striping of roadways and maintenance of bridges.

2007 Accomplishments

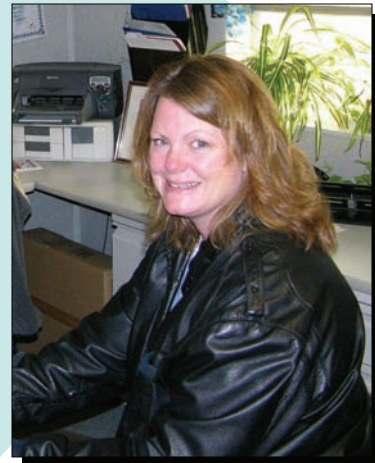
- Preparation for 130 miles of road resurfacing
- Re-striping of 900 miles of roadway
- Safety training for staff and managers (confined space, NIMS/SIMS/ICS, Flagging, etc.)
- Improve drainage pond facility at Sommer Ct. (Oakdale)
- Installation of low water crossing warning signals on Orestimba Creek

2008 Forecast

- Continue to focus on customer service (internal and external customers)
- Develop an aggressive shoulder maintenance program
- Continue vegetation control program Pothole repair
- Continued support of area Municipal Advisory Committees

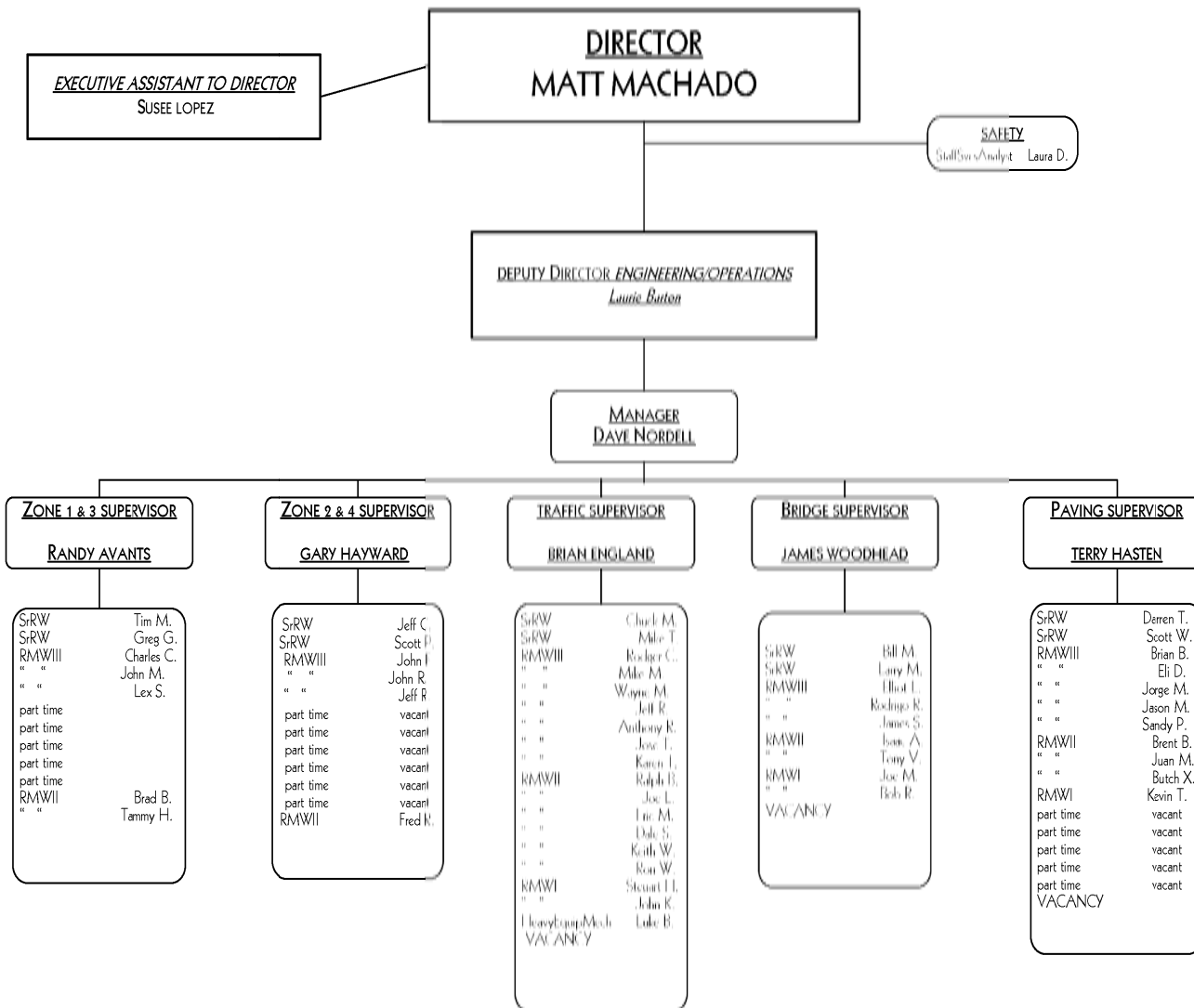


Lynn Atkinson and Sherry May



Julie Serrano

DEPARTMENT OF PUBLIC WORKS OPERATIONS & MAINTENANCE



ROAD & BRIDGE DIVISION

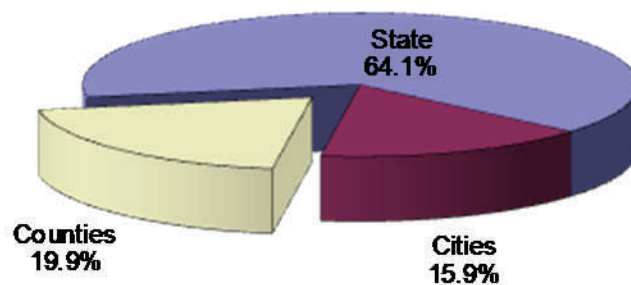
State Highway Users Tax

The Road Operations budget is funded primarily through the State Highway Users Tax (Gas Tax).

For every gallon of motor vehicle fuel sold in California the State collects 18 cents of state fuel excise tax. Of those 18 cents, Counties receive 3.59 cents. The apportionment to individual counties is based primarily on the County's share of registered vehicles and county road mileage. A small portion (less than 6%, or 1.04 cents) is allocated based on registered vehicles, assessed property valuation, and population.

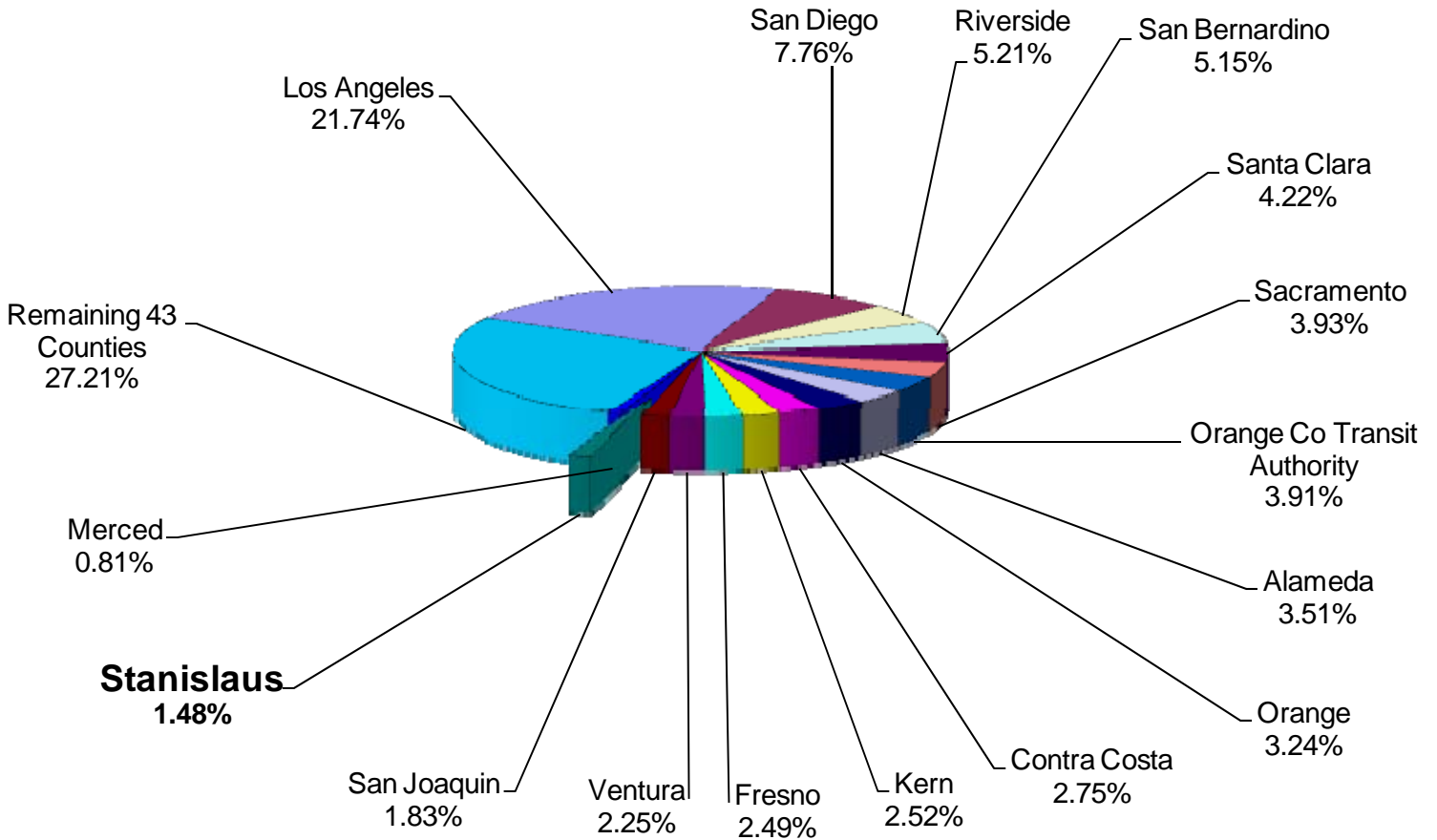
The State share of Highway Users Tax is deposited in the State Highway Account and is used to fund the Regional Transportation Improvement Program (RTIP).

State Highway Users Tax Allocation



ROAD & BRIDGE DIVISION

State Highway Users Tax-County Allocation



*Highway user tax is allocated based on the number of lane miles and registered vehicles within the County

Of the fifty-eight counties in California the top six counties receive nearly 50% of the total allocation of State Highway Users Tax.

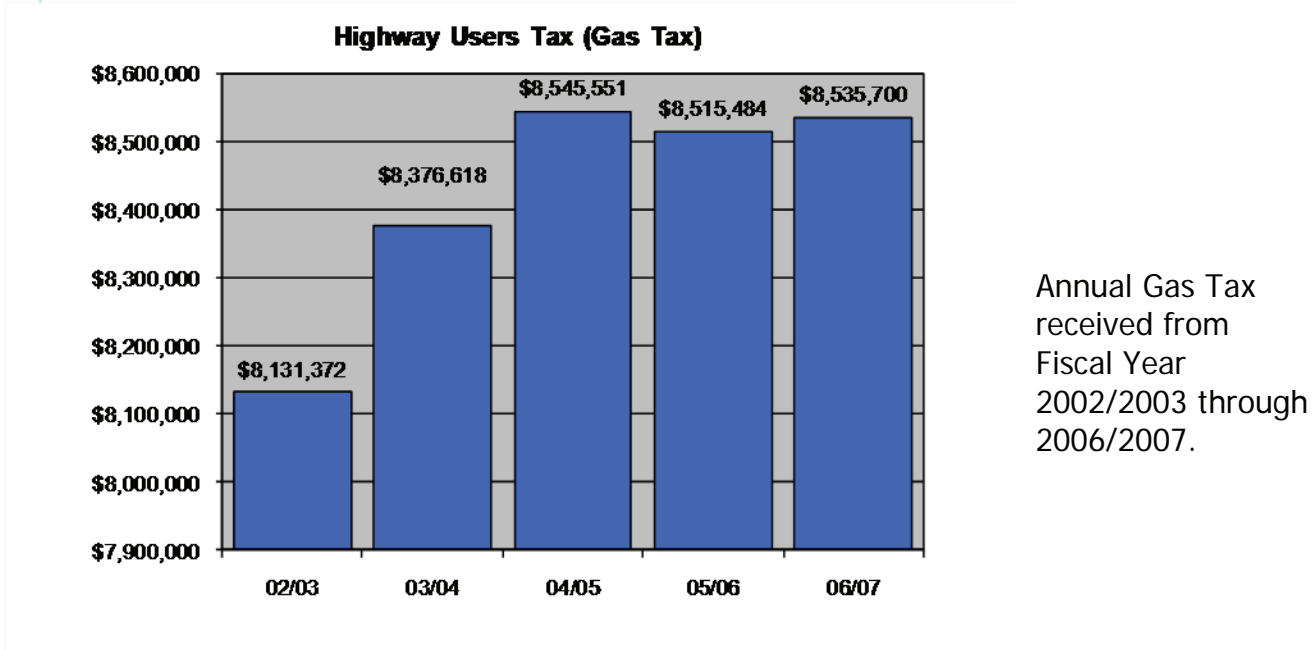
Stanislaus County's portion of the total allocation is just under 1.5%.

ROAD & BRIDGE DIVISION

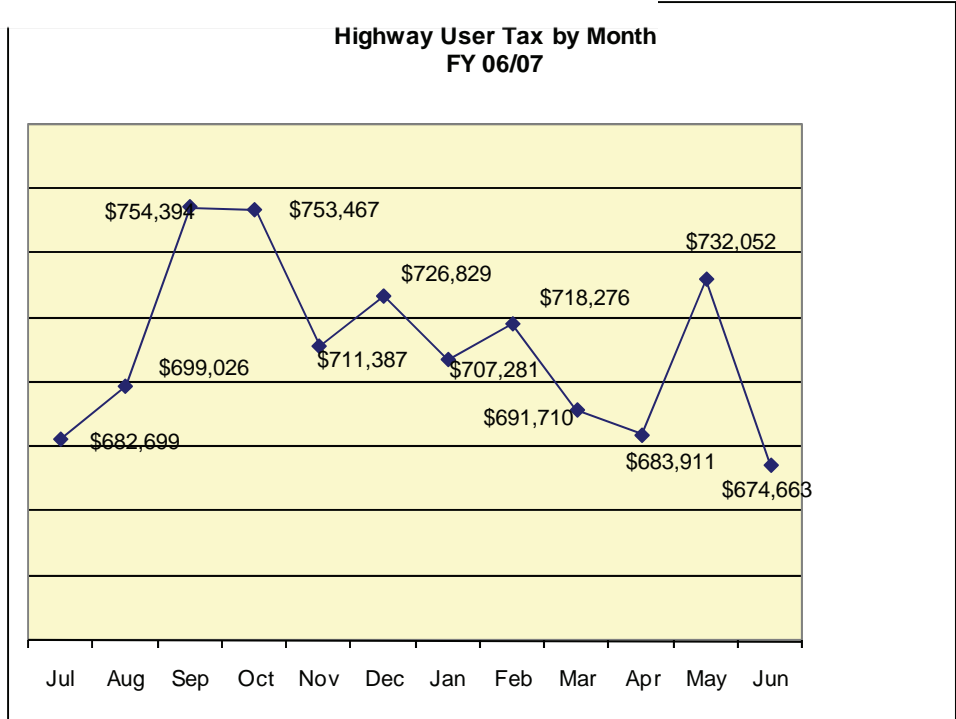
Stanislaus County Highway User Tax Revenues

In the past ten years Stanislaus County's allocation of Gas Tax has increased an average of 2.25% annually, slightly less than the 2.54% average rate of inflation during the same period.

In Fiscal Year 2006-2007 Stanislaus County received \$8,535,700 of Gas Tax revenues.



Monthly Gas Tax received for Fiscal Year 2006/2007.



ROAD & BRIDGE DIVISION





MORGAN ROAD SHOP

Mel Eslinger, Manager

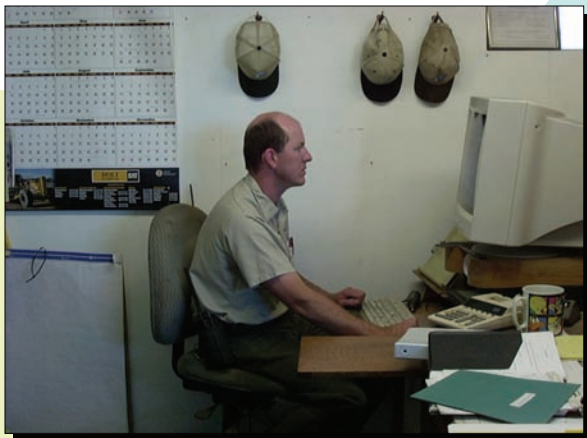
Morgan Shop is an Internal Service Fund (ISF) operation that provides equipment and vehicles to other Public Works divisions, primarily the Road & Bridge Division. The user divisions pay a rental rate to Morgan Shop when using equipment and vehicles. Morgan Shop provides vehicle and equipment maintenance as requested to other County Departments. In addition, Morgan Shop assists with the research and procurement of vehicles and equipment for other County Departments. Morgan Shop also provides Compressed Natural Gas (CNG), unleaded, and diesel fueling to County Departments and CNG fueling to other local jurisdictions.

2007 Accomplishments

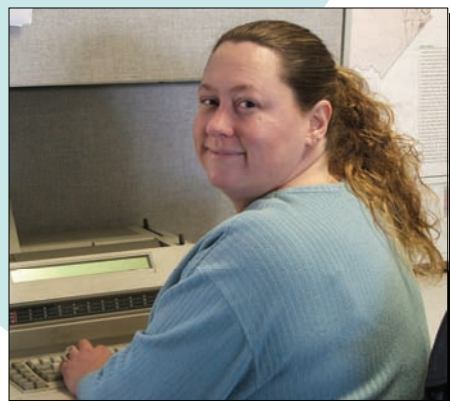
- Analyzed Air Resource Board Regulations to reduce diesel emissions for in-use on highway Vehicles.
- Purchased New Equipment and increased Alternative Fuel Vehicles by 33%
- Analyzed and disposed of salvaged equipment.
- Purchased Message Boards for improved safety construction of road sites.

2008 Forecasted Projects

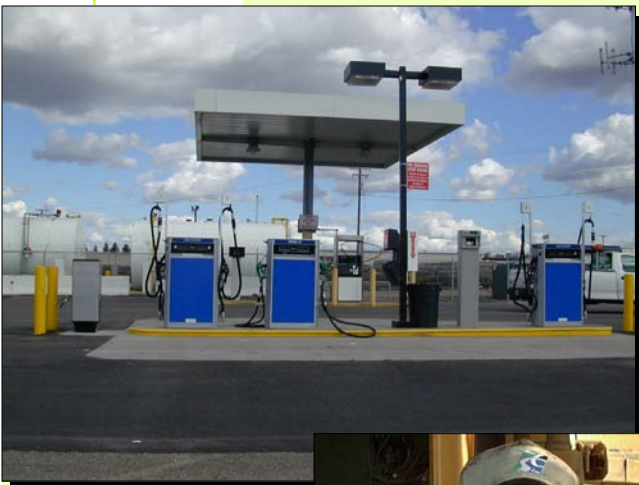
- Implementation of standby Compressed Natural Gas Compressor at existing station.
- Monitor Air Resource Board Regulations for in-use off road diesel equipment.
- Purchase Diesel Particulate Filters for existing in-use on highway diesel trucks.
- Upgrade existing water treatment system with a Biological Wastewater Treatment System to meet the State Water Resources Control Board requirements.
- Continued purchase of Compressed Natural Gas Vehicles "CNG" vehicles. (Currently Public Works owns 34 CNG, ranging in size from a small sedan to a 62,000 lbs. GVW unit.)



Phil Harley



Olivia Tanner





TRANSIT DIVISION

Brad Christian, Manager

The Public Works Transit Division oversees the operation of Stanislaus Regional Transit ("StaRT"), the County's intercity public transportation system.

StaRT operates fourteen different services, providing fixed route, deviated fixed route, demand response and Medivan non-emergency medical transportation to eighteen cities and communities.

StaRT provides non-emergency medical transportation to Bay Area medical facilities and to the Madera-Fresno area.

StaRT provides service to four area colleges.

The Transit Division, through MOUs, operates DAR services for the cities of Newman, Patterson and Waterford.

Did you know that the StaRT bus system operated by the Public Works Transit Division serves 18 cities and communities and Bay Area medical facilities?

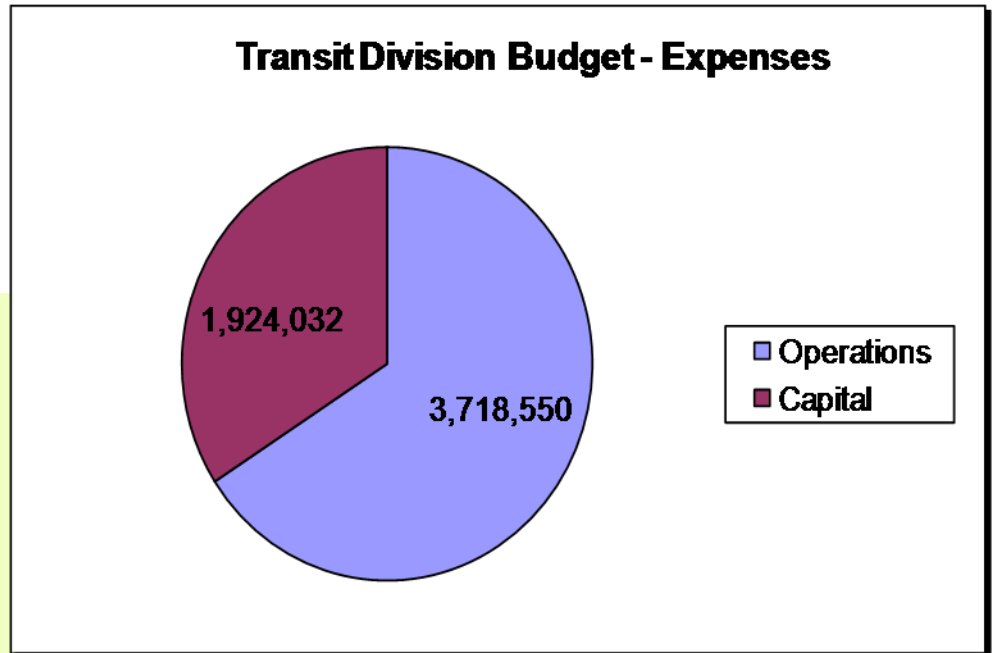
Public transportation produces 95 percent less carbon monoxide (CO), 90 percent less in volatile organic compounds (VOCs), and about half as much carbon dioxide (CO₂) and nitrogen oxide (NO_x), per passenger mile, as private vehicles.



Doralee Boles, Brad Christian, Annette Borelli and Stacie Morales

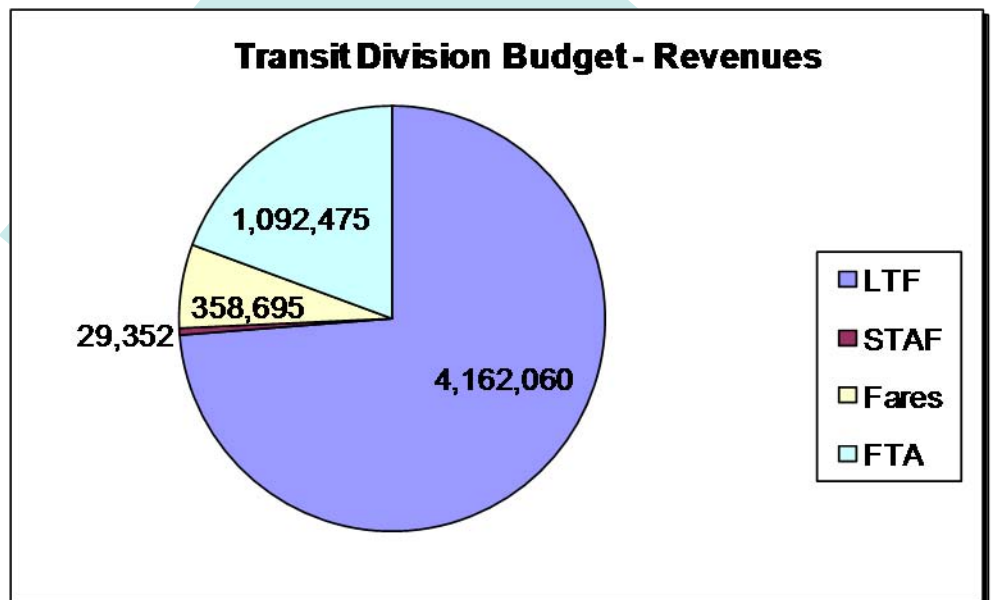
TRANSIT DIVISION

- FY 07/08 Transit Division budget is \$5,642,582 (\$3,718,550 operations and \$1,924,032 capital costs).

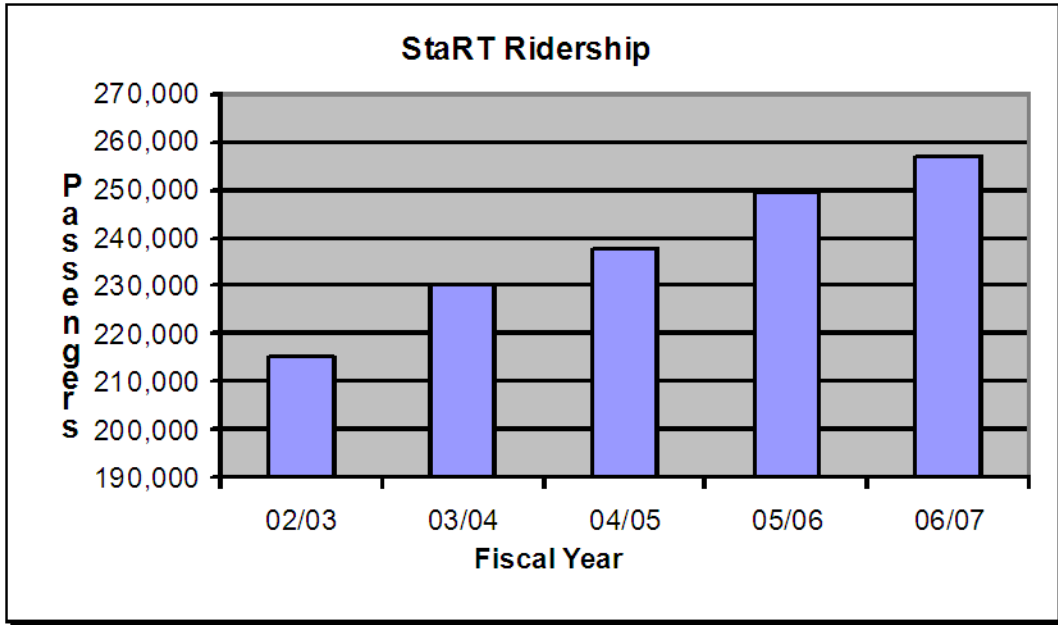


The funding sources are:

- LTF – Transportation Development Act Local Transportation Funds - Derived from a quarter cent of the state sales tax
- STA – Transportation Development Act State Transit Assistance Funds - Derived from the statewide sales tax on gasoline and diesel fuel
- FTA – 5311 –Federal non-urbanized area grant
- CMAQ – Federal Congestion Mitigation Air quality grant



TRANSIT DIVISION



Start ridership has increased 22% in the past 5 years.

- To meet CA Air Resources Board requirements, the Transit Division has committed to the use of clean-air compressed natural gas (CNG) buses for the StaRT fixed-route and has leveraged Federal funds to buy the buses.



TRANSIT DIVISION

- In FY 06/07 StaRT staff participated in over 23 community events.
- In FY 06/07, StaRT carried 2,346 Bikes on its routes.





SUPPORT SERVICES

Diane Haugh, Assistant Director Business Services

Public Works Administration Division performs four distinct functions:

- > **Finance**
- > **Administrative support**
- > **Information Technology**
- > **Geographic Information Systems**

Finance Section

The **Finance section** of the Administration Division provides financial services in the form of accounts payable, accounts receivable, payroll processing, purchasing card reconciliation, budgeting, cost accounting, and road project financial oversight. Staff are located at Tenth Street Place and the Morgan Road facility.

Achievements:

- Annual Road Financial Report
- Processed 6,500 payables
- Input 3,068 timecards

Administrative Support

The **Administrative support** section provides clerical support to other Public Works' divisions. Support individuals are located at Tenth Street Place and Morgan Road. Their tasks include preparation of board items, human resources, safety, and a variety of miscellaneous but highly necessary tasks required for smooth day-to-day operations.

Achievements:

- Processed 175 Board Agenda items
- Conducted 17 recruitments



Sharon Andrews



Jayne Sissle



Letisia Corona, Susee Lopez and Janelle Godinez

SUPPORT SERVICES

Public Works Administration Division performs four distinct functions:

- > **Finance**
- > **Administrative support**
- > **Information Technology**
- > **Geographic Information Systems**

Information Technology

The **Information Technology** section ensures the continued smooth operation of all technical components. They are also responsible for IT security and adherence to policy.



Kirk Nichols

Geographic Information Systems

Geographic Information Systems staff are responsible for the maintenance and editing of the County's GIS base map. In addition, they provide mapping services to other County departments and agencies.



Bill Fischer and Phil Tinney



Aron Harris and Phil



SAFETY

Diane Haugh, Assistant Director Business Services

Public Works' Safety Analyst is responsible for implementing the safety training, education, and continued monitoring and updating of compliance mandates as set forth by Stanislaus county and Cal OSHA. This includes analyzing accidents and injuries to determine causation and implementing preventive measures and education to the employees of the department of Public Works. The safety analyst works closely with the safety representatives of each division to determine areas of needed training and education.

◆ 2007 Training Provided

- ◆ Confined space entry
- ◆ Ergonomic assessments
- ◆ NIMS/SEMS/ICS
- ◆ OSHA Compliance and Workplace Safety
- ◆ Competent Person Fall Protection
- ◆ First Responder
- ◆ 40 Hour HAZWOPER Certification
- ◆ Work Zone Traffic Control
- ◆ Certified Operator/Forklift
- ◆ Fire Safety and Prevention
- ◆ Community Emergency Response Training



Laura Deimler

◆ 2008 Forecast

- ◆ Continued focus on safety education and training
- ◆ Develop an ongoing training program to focus on specialized training to be job site specific.
- ◆ Provide training for select individuals to become trainers on specialized topics
- ◆ Provide Division Safety representatives with the resources and knowledge to raise and maintain the safety standards
- ◆ Maintain a safety incentive program to increase safety awareness





CONTACT US

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Administration -----	
Fax -----	525-6550
Permits (Encroachments) -----	525-6507
Fax -----	525-7506
Permits (Transportation) -----	525-4338
Fax -----	525-7649
Surveyor -----	525-4338
Transit -----	525-6552
Fax -----	525-6552
	525-4332

1716 Morgan Road, Modesto 95358

Engineering -----	
Fax -----	525-4157
Morgan Shop -----	525-4183
Fax -----	525-4139
Road & Bridges -----	525-4188
Fax -----	525-4130
Traffic -----	525-4140
Fax -----	525-4165
	525-4162

BOARD OF SUPERVISORS



2007 Board of Supervisors

District 1— William O'Brien

District 2— Thomas Mayfield

District 3— Jeff Grover

District 4— Dick Monteith

District 5— Jim DeMartini