

PUBLIC WORKS AND UTILITY SERVICES ADMINISTRATOR

RESOURCES	ACTUAL FY05	ACTUAL FY06	BUDGET FY07	PROJECTED FY07	RECOMMENDED FY08
Personnel Expenses	\$ 246,642	\$ 242,534	\$ 254,918	\$ 233,118	\$ 248,436
Operating Expenses	<u>17,022</u>	<u>31,108</u>	<u>37,853</u>	<u>37,853</u>	<u>33,146</u>
Operating Budget	\$ 263,664	\$ 273,642	\$ 292,771	\$ 270,971	\$ 281,582
Capital Outlay	<u>0</u>	<u>1,102</u>	<u>0</u>	<u>0</u>	<u>0</u>
Budget Allocation	\$ 263,664	\$ 274,744	\$ 292,771	\$ 270,971	\$ 281,582
Authorized Positions	2	2	2	2	2

Vision and Mission: The public works and utilities services administrator seeks to elevate the City of Tampa to the highest ranks of the top utilities in the country and to provide the highest quality municipal infrastructure and services. The administrator’s mission is to provide customer satisfaction while achieving a high level of productivity, efficiency and sustainability.

Goals and Objectives: The responsibilities of the administrator include staffing, budgeting, planning, oversight and direction for the following departments:

- Water: Production of potable water, maintenance of potable and reclaimed water distribution systems and the continued planning for sustainable potable water sources. Expand reclaimed water distribution system to fully utilize reclaimed water supplies and off-set the use of potable water for irrigation.
- Wastewater: The collection and treatment of sanitary wastewater as well as continuous maintenance and operation of the sanitary wastewater treatment plant. Fully comply with all permit and regulating agency requirements. Reduce and/or eliminate overflows. Pursue odor control solutions.
- Solid waste: Collection of solid waste, refuse, recyclable and vegetative waste. Also, the maintenance and operation of the waste-to-energy plant. Provide city services in city center and northwest areas, formerly serviced by contract. Provide environmental program support including underground storage tank removal and brownfield designations.
- Stormwater: Maintain current stormwater structures and identify future needs. Plan and design new and expanded systems. Pursue and accomplish projects identified in the five-year stormwater plan. Update the next year of the plan.
- Public works: The continuous operation, maintenance and planning for city needs to include transportation, parking, fleet maintenance, electronics support and facilities management. Provide transportation studies, advice and transportation upgrades throughout the city.
- Contract administration: Provide project management, design and construction contracts administration services for all city departments. Provide timely, cost effective contract administration services.

Current Operations and Initiatives: The administrator directs and coordinates the services provided by the various departments to provide the essential core services required every day and to accomplish the requirements of the mayor, city council, outside agencies, other departments, citizens and customers.

Also, the administrator works with developers, citizen committees, other governmental agencies and support departments to develop, establish and protect the interest of the city’s infrastructure.