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## **PARKS, RECREATION & PUBLIC WORKS COMMITTEE**

The Parks, Recreation and Public Works Committee examined the following: Parks and Recreation, Public Works and Road departments, airports, cemeteries, transportation, vehicle maintenance, etc.

### **ISSUES**

The Parks, Recreation and Public Works Committee received two formal written complaints:

1. A Walker resident sent to the grand jury a copy of a letter to the Board of Supervisors. The complainant was informed that due to the fact that his letter had been directed to the Board of Supervisors, he should give them an opportunity to act.
2. In regard to the second correspondence, the matter is now in its beginning phase of investigation. The 2003-04 grand jury will report on this matter at the conclusion of its term.

The grand jury internally discussed the issues of house and property numbering, road signage and 911 updates. The discussion led to a committee meeting with Rich Boardman, director of Public Works. Mr. Boardman gave the committee the following information in answer to specific questions:

1. Breakdown of responsibilities: Reports to the CAO, is responsible for roads, solid waste, airports, building structure and maintenance, cemeteries, parks and buildings, county-owned campgrounds and fleet operations.
2. Under his direct supervision: two assistant engineers, a personnel supervisor, an operations manager, five road districts and personnel, and the landfills and personnel. The Management Association Agreement with Mono County governs procedures for termination of an employee. The District Supervisor conducts an employee performance evaluation annually.
3. Whose responsibility is it to post house, property numbers and road signage?  
Mr. Boardman answered that ten years ago the county received a grant to assign house numbers tied to phone numbers for the 911 system. He stated that it is the homeowner's responsibility to see that the number is displayed. If someone requests a new building permit, the number must be displayed before the permit is issued. There is no provision made for the county to verify that the numbers are displayed.  
The Department of Public Works is responsible for all county road signs. The road crews and private citizens report down or damaged signs. Private road signs are the responsibility of the people on the private road. Mr. Boardman has offered the help of the Department of Public Works for the construction of the signs if asked, however there would be a cost of \$100 to \$150 for materials.
4. There is a definite need for the 911 system to be updated. How is this done, and who is responsible?

The procedure explained for the input and update of information was: The Department of Public Works assigns an address at the time of permit issue, and then notifies the phone company. This information is then entered into the in-house system.

5. What is the procedure and priority for snow removal?

On the city roads each district has its own priority maps: 1) school bus routes, 2 subdivisions, and 3) other roads.

6. Other topics discussed were:

- a. Maintenance of dirt roads, with traffic usage setting priority.
- b. Gravel roads are maintained at least once a year if time permits.
- c. Permitting process for special use is under the jurisdiction of the Community Development Department, specifically the Compliance Division.
- d. Solid waste and maintenance of the landfills.

## FINDINGS

The meeting with Mr. Boardman was informative. He was cooperative, and willingly provided all material requested in such a manner as to be easily understood.

## RECOMMENDATIONS

1. The 911 problem needs someone in the county to accept the responsibility of seeing that the system is functional.
2. Possibly a system of coordination between all departments could be implemented.
3. The 911 information ought to be sent to appropriate EMS districts for in-house use.
4. Fire chiefs, at their meetings, need to discuss the need for a database containing information on special needs for their district.
5. The county shall implement a procedure for the proper display of road signs and house numbering.