

Pride in Public Service

Kudos to our field crews in the Electric and Public Works departments! City staff members are participating in the CASA program by presenting career information to the students. There are several city jobs that do not require a college degree but provide a living wage and career opportunities. We want local students to be aware of these options; we want the City to be recognized as a desirable employer.

Once again the Healdsburg Fire Department hosted a Bucket Brigade Blood Drive and encouraged Healdsburg residents, employees and even those outside of the area to participate and donate their blood. In total, we had approximately 75 participants donated lifesaving blood and enjoyed good food barbequed by the Healdsburg Firefighters Association.

Healthy Healdsburg

The Community Services Department continues to take a leadership role in the Healthy Healdsburg (HH) organization, a partnership of Healdsburg health and wellness providers. The first of three meetings to discuss the partnership structure and establishment of goals for 2013 was held January 24; the next meeting is scheduled for February 21. The partnership is awaiting a response from the County regarding their application to have the partnership recognized as a Sonoma County Health Action Chapter.

Departmental Profile – Administrative Services

With the addition of new responsibilities the Finance Department has recently become the Administrative Services Department!

Over the last few years there have been several changes in the Healdsburg Finance department, and this year is no exception. Personnel Services have been added to the department's responsibilities, and a new Director, Jone I. Hayes, was brought on board in December, 2012.

With this additional responsibility, added to those from previous reorganizations, the department oversees far more than Finance. As Administrative Services, our goal is to provide excellent service to all of our customers.

For our citizen customers, Administrative Services is the 'go to' department for utility billing questions. We bill over 5,500 electric customers, 4,400 water customers, and 4,600 wastewater and drainage customers each month. In 2012 we renewed over 2,500 City business licenses.

We manage the City's financial resources, ensure timely and accurate reporting, track receipt of City revenues, and oversee the City's investments. The department provides information for, and makes recommendations to, City staff and the City Council during the development of the City's annual budget. After adoption, we monitor the revenues and expenditures and provide regular updates on the status of the City's finances.

For City staff customers we provide a wide range of services including information systems support, purchasing, risk management, contract administration, payroll, benefits administration, accounts payable, grant administration, and safety administration.

The Administrative Services Department takes great pride in our ability to effectively and efficiently serve all of our customers. We continue to evaluate our existing processes and procedures, and make changes as needed to ensure that we continue to do so.

Neighborhood Watch

Police, Electric and Public Works personnel worked cooperatively to install twenty-one Neighborhood Watch signs in the Parkland Farms area. The signs were purchased by the Parkland Farms Neighborhood Watch and installed by Public Works crews on existing light poles. By utilizing the light poles we reduced "visual clutter" and avoided the additional costs of installing new poles. According to reports, neighbors are very pleased with the results!