



DEPARTMENT SUMMARY

Public Works

Provide for the public's needs relative to transportation, water, wastewater, and refuse collection services.

About Public Works

The Public Works Department is responsible for an annual budget of over \$74 million, representing approximately 46% of the City of Santa Barbara's total budget, and the 278.6 permanent positions represent approximate 27% of the City's total permanent work force. Public Works programs generate approximately \$73 million in revenue from a variety of sources to offset the expenditures. The department organization supports 30 City programs.

Public Works responsibilities include the design and construction of City's capital program projects, management and planning of a City transportation system, treatment and reliable distribution of high quality water at a reasonable price, collection and treatment of wastewater at a reasonable price, and cost effectively construct and maintain City streets, public drainage facilities, street lights, traffic signals and other City infrastructure facilities.

Fiscal Year 2005 Budget Highlights

Public Works will have four major facilities projects under design or construction totaling over \$70 million.

These projects are the Cater Water Treatment Facility Remodel, Sheffield Reservoir Replacement, Airport Terminal Renovation project and the construction of the downtown Granada Garage.



While the main office for Public Works is located at 630 Garden Street, the department is also responsible for operating the City's El Estero Wastewater Treatment Facility on Yanonali Street and the Cater Water Treatment Facility on San Roque Road, which provide basic water and sewer service to over 100,000 customers.



DEPARTMENT SUMMARY

Public Works

Department Financial and Staffing Summary

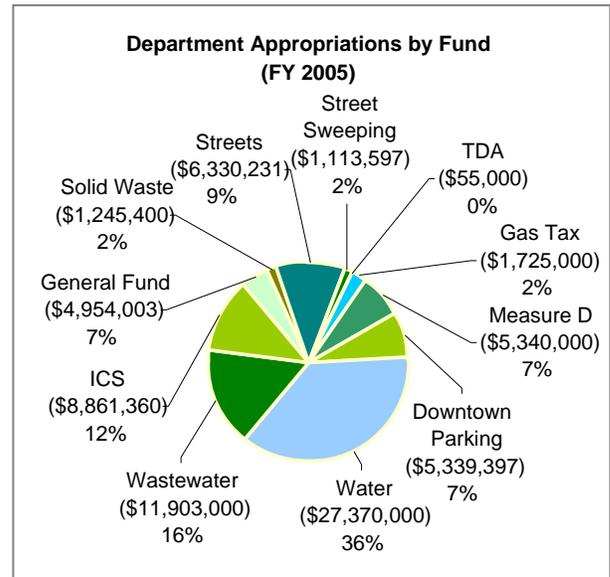
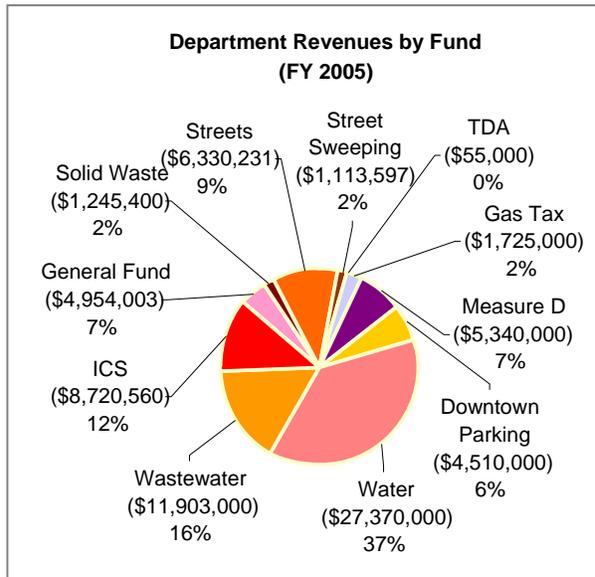
| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--------------------------------------|------------------------|------------------------|------------------------|----------------------|
| Authorized Positions (FTEs) | 278.60 | 278.60 | 278.60 | 278.60 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 167,489 |
| Revenues | | | | |
| Donations | 17,496 | 17,500 | 60,000 | 80,000 |
| Fees and Service Charges | 34,498,641 | 37,636,593 | 37,980,303 | 42,245,820 |
| Franchise Fees - Refuse | 280,132 | 280,000 | 345,600 | 352,500 |
| General Fund Subsidy | 2,251,199 | 2,004,559 | 1,200,297 | 1,563,067 |
| Interest Income | 1,818,444 | 1,730,000 | 1,375,000 | 1,170,000 |
| Interfund Reimbursements | 10,650,341 | 10,898,620 | 10,993,752 | 11,737,673 |
| Intergovernmental | 2,434,406 | 3,340,748 | 234,815 | 212,000 |
| JPA Reimbursements | 1,212,328 | 1,200,000 | 1,403,946 | 1,358,000 |
| Miscellaneous | 1,040,198 | 300,000 | 276,900 | 135,000 |
| Mission Canyon- JPA | 238,746 | 200,000 | 274,221 | 275,000 |
| Parking Violations | - | 531,159 | 400,000 | 650,000 |
| PBIA Assessment | 696,828 | 675,000 | 725,000 | 675,000 |
| State Gas Tax | 1,698,393 | 1,700,000 | 1,700,000 | 1,725,000 |
| Transportation Development Funds | 52,242 | 55,000 | 50,000 | 50,000 |
| Transportation Sales Tax (Measure D) | 4,120,382 | 4,800,000 | 4,800,000 | 5,200,000 |
| Utility Users' Tax | 5,443,005 | 5,607,700 | 5,482,700 | 5,837,731 |
| Total Department Revenue | \$ 66,452,781 | \$ 70,976,879 | \$ 67,302,534 | \$ 73,266,791 |
| Expenditures | | | | |
| Salaries and Benefits | 20,752,167 | 22,965,183 | 22,002,886 | 24,262,831 |
| Supplies and Services | 14,494,398 | 18,718,521 | 17,592,931 | 17,715,645 |
| Special Projects | 3,525,716 | 5,378,094 | 3,320,049 | 4,249,261 |
| Debt Service Transfers | 1,733,084 | 2,250,688 | 2,250,688 | 3,598,572 |
| Other Transfers | 40,909 | 1,204,340 | 2,079,340 | 1,678,789 |
| Non-Capital Equipment | 180,004 | 256,003 | 247,818 | 267,544 |
| Capital Equipment | 214,149 | 1,108,038 | 962,002 | 318,175 |
| Water Purchases | 6,253,793 | 7,346,366 | 7,390,931 | 7,418,730 |
| Miscellaneous | 177,886 | 651,485 | 577,000 | 1,349,872 |
| Total Operating Expenditures | \$ 47,372,106 | \$ 59,878,718 | \$ 56,423,645 | \$ 60,859,419 |
| Capital Program | 29,695,819 | 72,541,894 | 48,220,000 | 13,377,569 |
| Total Department Expenditures | \$ 77,067,925 | \$ 132,420,612 | \$ 104,643,645 | \$ 74,236,988 |
| Addition to (Use of) Reserves | \$ (10,615,144) | \$ (61,443,733) | \$ (37,341,111) | \$ (970,197) |



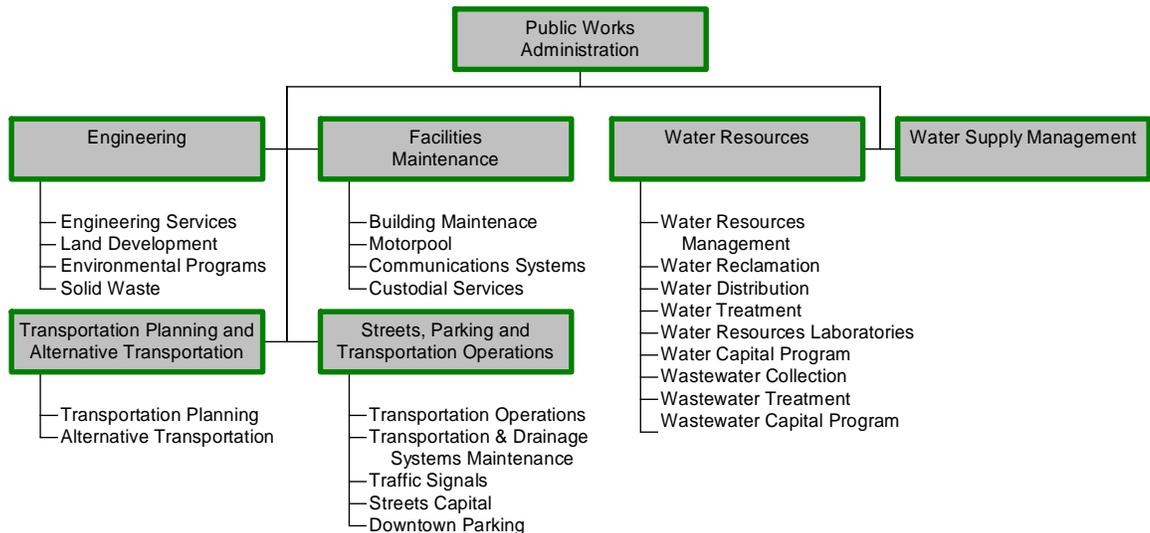
DEPARTMENT SUMMARY

Public Works

Department Fund Composition



Program Organizational Chart



PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

➤ Administration

Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Successfully managed a combined \$250 million in department expenditures, revenues and capital projects budgeted across 40 Public Works programs. Reorganized to improve customer service.

Administration

(Program No. 4111)

Mission Statement

Provide administrative, personnel and financial management support to Division staff in order to attain efficient and organizational day-to-day operations by the department.

Program Activities

- Direct the activities of the Department Division Managers and provide interface and support to other City Department Heads.
- Develop and coordinate all department revenues including water and wastewater rate setting.
- Monitor and coordinate the department's budget activities, ensuring that all expenditures are within appropriation.
- Coordinate timely and responsive input for the department for the development of the two-year financial plan and annual budget.
- Administer the City Hall telephone exchange and coordinate centralized payment of department utility bills.
- Process all departmental correspondence, Council reports, departmental claims and requisitions as well as all personnel documentation and evaluations for the department, ensuring timeliness and accuracy.

Objectives for Fiscal Year 2005

- Ensure 80% or greater of all Public Works program objectives are met or exceeded.
- Ensure positive annual appropriation balance for all assigned Public Works funds.
- Ensure annual revenues attained by fund are within 5% of fiscal year estimates.
- For assigned Enterprise Funds, ensure Council policy reserve level goals are met or exceeded annually.
- Complete budget within timeline established by the Finance Department with input from the Public Works Divisions.
- Coordinate completion of the fiscal years 2006-2012 Capital Improvement Plan (CIP) by no later than January 31, 2005.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 4.00 | 4.00 | 4.00 | 4.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 350 |
| Revenues | | | | |
| Interfund Reimbursements | 112,711 | 112,125 | 112,125 | 112,125 |
| Fees and Service Charges | 9,618 | 10,375 | 10,375 | 10,375 |
| General Fund Subsidy | 463,638 | 480,139 | 435,228 | 495,982 |
| Total Revenue | \$ 585,967 | \$ 602,639 | \$ 557,728 | \$ 618,482 |
| Expenditures | | | | |
| Salaries and Benefits | 434,429 | 453,357 | 432,956 | 486,708 |
| Supplies and Services | 87,883 | 126,715 | 117,772 | 121,931 |
| Special Projects | 60,702 | 15,568 | - | - |
| Non-Capital Equipment | 2,953 | 7,000 | 7,000 | 9,843 |
| Total Expenditures | \$ 585,967 | \$ 602,639 | \$ 557,728 | \$ 618,482 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Percent of objectives met or exceeded | 80% | 85% | 80% |
| Percent expended for Public Works expenditures | n/a | 98% | < 100% |
| Percent of revenues received to date | n/a | 100% | 95% - 105% |
| Policy reserve levels met or exceeded | 100% | > 100% | > 100% |
| Council Agenda Reports (CARs) processed per month | n/a | n/a | 144 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- **Engineering Services**
- Land Development
- Environmental Programs
- Solid Waste
- Traffic Operations
- Transportation Planning
- Alternative Transportation
- Transportation and Drainage
Systems Maintenance
- Street Sweeping
- Traffic Signals
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- Water Capital Program
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Engineering Services managed the completion of \$15.9 million in capital improvements and started construction of the Sheffield Water Quality Permanent Reservoirs.

Engineering Services

(Program No. 4211)

Mission Statement

Provide professional engineering and management support for City departments and all Capital Projects to maintain and improve the City's infrastructure.

Program Activities

- Manage the construction of the City's Capital Improvement Program.
- Provide professional engineering services for planning, designing, surveying, inspecting and managing the City's Capital Program.
- Provide long-range master planning and engineering support for the City's capital infrastructure, in addition to general engineering services for all City projects as requested.
- Track and bill engineering services to user departments or capital improvement projects for design and construction.

Objectives for Fiscal Year 2005

- Complete 75% of budgeted capital program project milestones assigned to Engineering.
- Limit engineering services (staff and consultant) costs to average less than 25% of total project costs.
- Limit engineering services costs to less than 25% of the total project cost on 60% of all capital projects.
- Limit the cost of construction contract change orders in the capital program to less than 9% of the total annual value of construction awarded.
- Limit all construction contract change orders to the initial maximum of the Council authorized change order allowance.
- Achieve construction bid averages for the City's capital program to be within 10% of preliminary design cost estimates for work assigned to Engineering Division.
- Meet or exceed the budget's engineering work order revenue projections.
- Ensure that 80% of program employees attend career development associated training.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 34.30 | 34.30 | 34.30 | 34.80 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 2,704 |
| Revenues | | | | |
| Interfund Reimbursements | 2,532,863 | 2,600,000 | 2,600,000 | 2,650,000 |
| Other | 24 | - | - | - |
| General Fund Subsidy | 86,555 | 906,697 | 185,221 | 506,346 |
| Total Revenue | \$ 2,619,442 | \$ 3,506,697 | \$ 2,785,221 | \$ 3,156,346 |
| Expenditures | | | | |
| Salaries and Benefits | 2,728,291 | 3,066,926 | 2,912,395 | 3,313,544 |
| Supplies and Services | 222,770 | 431,771 | 430,235 | 434,246 |
| Special Projects | 46,856 | - | - | 7,500 |
| Non-Capital Equipment | 29,345 | 8,000 | 8,000 | 8,000 |
| Total Expenditures | \$ 3,027,262 | \$ 3,506,697 | \$ 3,350,630 | \$ 3,763,290 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Percent of budgeted annual capital program project milestones completed | 75% | 66% | 75% |
| Percent of engineering services costs to total project costs | < 25% | 21% | < 25% |
| Percent of projects with engineering service costs under 25% of total project costs | n/a | n/a | 60% |
| Percent of change order cost to annual value of construction awarded | 9% | 4% | < 9% |
| Percent of projects exceeding maximum change order allowance | 0% | 0% | 0% |
| Percent of construction contract awards within 10% of preliminary cost estimate | 80% | 75% | 80% |
| Total project cost of filed Notice of Completions | n/a | \$12,470,000 | \$20,000,000 |
| Filed project Notice of Completions | n/a | 15 | 18 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- Engineering Services
- **Land Development**
- Environmental Programs
- Solid Waste
- Traffic Operations
- Transportation Planning
- Alternative Transportation
- Transportation and Drainage Systems Maintenance
- Street Sweeping
- Traffic Signals
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- Water Capital Program
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHEIVEMENTS

In 2003 staff issued 1,142 Public Works construction permits and managed 40 Outdoor Dining License Agreements.

Land Development

(Program No. 4212)

Mission Statement

Manage the public right-of-way and City-owned lands, protect the interests of the general public, and process private development review applications and permits.

Program Activities

- Ensure land development projects comply with applicable regulations including the Subdivision Map Act, sound engineering practices, and City policies and guidelines.
- Manage and operate the Public Works permit counter, which issues over the counter Public Works permits, and participate in the review of over 3,000 building construction permits annually.
- Review and process private land development project applications and coordinate a unified Department response from all Department divisions.
- Coordinate Department review and permitting of private land development projects.
- Manage and maintain a monthly inventory of the City's real property interests, including City utility easements.
- Acquire rights-of-way and associated easements as required for City initiated public improvement projects following applicable Federal, State, and local statutes.
- Manage and maintain the Public Works library of record drawings and digital geospatial data.
- Manage and provide enforcement of the Outdoor Dining Program for permits issued for outdoor dining on City sidewalks.

Objectives for Fiscal Year 2005

- Meet 100% of Land Development Team discretionary land development project review deadlines.
- Meet 91% of the target response dates for staff review of specified building permits at the Public Works permit counter.
- Meet 75% of the target response dates for staff review of real property-related tasks.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 9.50 | 9.50 | 9.50 | 10.25 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 376 |
| Revenues | | | | |
| Interfund Reimbursement | 310,975 | 297,636 | 297,636 | 243,484 |
| Fees and Service Charges | 268,471 | 260,000 | 289,410 | 349,952 |
| Other | 2,550 | - | - | - |
| General Fund Subsidy | 192,915 | 367,407 | 337,997 | 388,798 |
| Total Revenue | \$ 774,911 | \$ 925,043 | \$ 925,043 | \$ 982,234 |
| Expenditures | | | | |
| Salaries and Benefits | 755,822 | 797,192 | 797,192 | 885,049 |
| Supplies and Services | 18,489 | 125,851 | 125,851 | 95,185 |
| Non-Capital Equipment | 600 | 2,000 | 2,000 | 2,000 |
| Total Expenditures | \$ 774,911 | \$ 925,043 | \$ 925,043 | \$ 982,234 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Percent of discretionary project review deadlines met | 98% | 100% | 100% |
| Percent of building permits review timelines met | 90% | 91% | 91% |
| Percent of target response dates met for real property related tasks | n/a | n/a | 75% |
| Public Works permits issued | 1,057 | 1,128 | 1,100 |
| Building permit applications reviewed | 3,215 | 1,340 | 1,300 |
| Land Development discretionary development projects reviewed | 258 | 188 | 200 |
| Real property tasks completed, including acquisitions, abandonments and developments | 16 | 32 | 30 |
| Real property leases and outdoor dining licenses managed | 71 | 50 | 50 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
➤ **Environmental Programs**
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Completed soil sampling activities and closure report for City of Santa Barbara Fire Station #1 at 121 West Carrillo.

Environmental Programs

(Program No. 4213)

Mission Statement

Manage the disposal of hazardous waste, compliance with State regulations applying to City-operated Leaking Underground Fuel Tank (LUFT) sites, and vector control services.

Program Activities

- Assess and oversee remediation of soil and groundwater contamination from leaking underground fuel tank (LUFT) sites to comply with regulatory agency requirements.
- Prepare quarterly reports for all LUFT sites as required by regulatory agencies.
- Recover state reimbursement monies for soil and groundwater cleanups of contaminated LUFT sites.
- Perform asbestos studies and abate conditions in City facilities.
- Provide vector control services for City facilities and the public right-of-way and spray creeks and stagnant water for mosquito control.
- Provide vector control information to citizens regarding mosquitoes, bees, mice and rats,
- Provide cleanup of hazardous waste found in the public right-of-way.
- Coordinate the removal of contaminated soil identified during project development and construction of capital projects.

Objectives for Fiscal Year 2005

- Maintain 100% of the planned schedule for remediation of LUFT sites in accordance with the County of Santa Barbara, Protection Services Division approved work plan.
- Respond to 98% of Hazardous Materials Emergency Response spills within 1 hour of call.
- Resolve 97% of vector control requests for City facilities (buildings, parks, creeks and public right-of-way) for mosquitoes, bees, mice and rats within 5 working days.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 1.60 | 1.60 | 1.60 | 1.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 1,000 |
| Revenues | | | | |
| Interfund Reimbursement | 66,708 | 25,000 | 25,000 | 25,000 |
| Other | 9,962 | - | 900 | - |
| General Fund Subsidy | 123,183 | 250,316 | 241,851 | 171,941 |
| Total Revenue | \$ 199,853 | \$ 275,316 | \$ 267,751 | \$ 196,941 |
| Expenditures | | | | |
| Salaries and Benefits | 126,375 | 160,812 | 153,575 | 123,106 |
| Supplies and Services | 6,542 | 22,424 | 22,096 | 23,435 |
| Special Projects | 66,638 | 92,080 | 92,080 | 50,400 |
| Capital Equipment | 298 | - | - | - |
| Total Expenditures | \$ 199,853 | \$ 275,316 | \$ 267,751 | \$ 196,941 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Percent of required LUFT Site reports completed on schedule | 100% | 90% | 100% |
| Percent of hazardous materials emergency response spills responded to within 1 hour of call | n/a | 99% | 98% |
| Hazardous spills cleaned | n/a | 20 | 25 |
| Percent of vector control requests for City facilities receiving a response within 5 working days | n/a | n/a | 97% |
| Vector control requests for City facilities received | n/a | n/a | 20 |

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
➤ **Solid Waste**
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Launched the City's first Antifreeze, Batteries, Oil and Paint (ABOP) Recycling Center on November 1, 2003. The Center received approximately 300 customers in the first month of operations.

Solid Waste

(Program No. 4214)

Mission Statement

Provide reliable, cost-effective collection of residential and commercial municipal solid waste, recyclables and green waste through contracted haulers, with a primary focus on maximizing recycling and landfill diversion levels.

Program Activities

- Develop a cost-effective solid waste management system that will allow the City to maintain ultimate control of its waste stream, pursue long-term disposal options, and continuously reduce the volume of material disposed in landfills through aggressive recycling and other diversion strategies.
- Maintain the City's compliance with State solid waste mandates.
- Manage all components of the City's waste management system.
- Design solid waste programs that protect public health and the environment and minimize the City's exposure to liability.
- Provide information to the public and respond to concerns about hauling services.
- Ensure contract compliance with haulers.
- Participate in regional solid waste forums such as the Multi-Jurisdictional Solid Waste Task Group (MJSWTG) and the Solid Waste Local Task Force (LTF).

Objectives for Fiscal Year 2005

- Decrease amount of municipal solid waste disposed at the Tajiguas Landfill by 3,500 tons/year.
- Respond to hauler service complaints within 2 business days.
- Investigate and assess hauler's overall contract compliance once every month.
- Add 15 new commercial recycling accounts per month.
- Respond to code enforcement calls within 1 business day.
- Receive and recycle household hazardous waste from 200 customers per month at the City's Antifreeze, Batteries, Oil and Paint (ABOP) Recycling Center.
- Assess the needs of participants of Foodscrap Recycling Pilot Program – Cottage Hospital, Santa Barbara City College, and select grocers and restaurants in the City.

Objectives for Fiscal Year 2005 (cont.)

- Develop long-term system options for municipal solid waste management on the South Coast – in consideration of the multi-jurisdictional Solid Waste Task Group's recommendation.
- Submit monthly reports to Local Enforcement Agency of the California Integrated Waste Management Board detailing constituent gases at the closed landfill at Las Positas.
- Install recycling containers in high-visibility and frequently used City parks.
- Develop a six-year Strategic Plan to achieve City Council goal of attaining a 70% diversion level by 2010.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 2.90 | 2.90 | 2.90 | 3.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 2,857 |
| Revenues | | | | |
| Franchise Fees - Refuse | 280,132 | 280,000 | 345,600 | 352,500 |
| Fees and Service Charges | - | 350,000 | 350,000 | 600,900 |
| Intergovernmental | 27,107 | 353,418 | 212,815 | 212,000 |
| Donations | 17,496 | 17,500 | 60,000 | 80,000 |
| Total Revenue | \$ 324,735 | \$ 1,000,918 | \$ 968,415 | \$ 1,245,400 |
| Expenditures | | | | |
| Salaries and Benefits | 188,180 | 284,092 | 240,000 | 288,296 |
| Supplies and Services | 7,587 | 18,573 | 18,073 | 93,351 |
| Special Projects | 26,963 | 780,943 | 650,000 | 730,000 |
| Transfers | - | - | - | 450 |
| Non-Capital Equipment | - | - | - | 3,600 |
| Capital Equipment | - | - | - | 22,000 |
| Miscellaneous | - | - | 27,000 | 107,703 |
| Total Expenditures | \$ 222,730 | \$ 1,083,608 | \$ 935,073 | \$ 1,245,400 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Residential recycling, greenwaste and trash accounts | 16,766 | 17,150 | 17,200 |
| Commercial recycling, greenwaste and trash accounts | 2,826 | 3,020 | 3,050 |
| Annual decrease in tons disposed at Tajiguas Landfill | n/a | n/a | 3,500 |
| Percent of hauler service complaints responded to within 2 business days | 100% | 98% | 98% |
| Hauler service complaints received | 260 | 260 | 260 |
| New commercial recycling accounts per month | n/a | 100 | 180 |
| Commercial recycling accounts | 2,176 | 2,620 | 2,800 |
| Contract compliance investigations conducted per quarter | 12 | 15 | 12 |
| Percent of code enforcement calls responded to within 1 business day | n/a | n/a | 98% |
| Customers received at the City's Antifreeze, Batteries, Oil Paint (ABOP) Recycling Center | n/a | n/a | 2,400 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- Engineering Services
- Land Development
- Environmental Programs
- Solid Waste
- **Traffic Operations**
- Transportation Planning
- Alternative Transportation
- Transportation and Drainage
Systems Maintenance
- Street Sweeping
- Traffic Signals
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- Water Capital Program
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

The Outer State Street smart corridor was completed.

Traffic Operations

(Program No. 4311)

Mission Statement

Manage the transportation network and develop improvements that are responsive to the needs of all travel modes so that people and goods can move safely and efficiently throughout the City.

Program Activities

- Collect, analyze, and interpret traffic information needed to optimize the transportation system to meet travel demand and City policy for equality between all modes of travel.
- Prevent collisions by collaborating with the Police Department in monthly meetings.
- Respond to public requests, suggestions, and inquiries for changes in parking and traffic control.
- Provide direction in the design and construction of public and private improvements to ensure traffic safety and minimize travel impacts.
- Collect and process traffic data for transportation planning and land development review activities.
- Operate a coordinated traffic signal system to maximize safety, minimize delay, and be responsive to pedestrian, cyclist and motor vehicle needs.
- Monitor traffic collisions to identify high collision locations.
- Review collisions involving pedestrians, bicyclists and vehicles and take corrective action as necessary to reduce collision rates to be equal or lower than statewide averages.

Objectives for Fiscal Year 2005

- Complete traffic signal timing studies along Mission Street, Outer State Street and Milpas Street.
- Maintain Level of Service D or better at 80% of signalized intersections during peak hours.
- Investigate and resolve 85% of traffic related concerns and complaints and requests within 30 calendar days.
- Prepare base traffic count, collision and speed survey data for a bi-annual report to Council by January 31, 2005.

Objectives for Fiscal Year 2005 (continued)

- Prepare annual warrant lists to determine the need for multi-way stops and traffic signals and present them to Council by March 31, 2005.
- Implement Neighborhood Traffic Management Program traffic calming projects in the St. Francis and Oak Park neighborhoods.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|---------------------|----------------------|--------------------|
| Authorized Positions | 4.00 | 4.00 | 4.00 | 3.95 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Revenues | | | | |
| Fees and Service Charges | 5,000 | 7,500 | - | - |
| Total Revenue | \$ 5,000 | \$ 7,500 | \$ - | \$ - |
| Expenditures | | | | |
| Salaries and Benefits | 298,205 | 323,896 | 300,252 | 349,562 |
| Supplies and Services | 34,319 | 56,296 | 43,998 | 54,154 |
| Transfers | - | 1,204,340 | 1,204,340 | 150,000 |
| Non-Capital Equipment | - | 5,031 | 5,031 | 2,500 |
| Total Expenditures | \$ 332,524 | \$ 1,589,563 | \$ 1,553,621 | \$ 556,216 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Corridors where signal timing is studied | n/a | n/a | 3 |
| Intersections at Level of Service D or better. | n/a | n/a | 80 |
| Percent of complaints resolved within 30 calendar days | n/a | n/a | 85% |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
➤ **Transportation Planning**
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Neighborhood Traffic Management Program adopted by Council for the St. Francis neighborhood and initiated for the Oak Park Neighborhood

Transportation Planning

(Program No. 4312)

Mission Statement

Review private land development and plan public transportation facilities and policy so that people can move within the City with equality of convenience and access among all modes of transportation.

Program Activities

- Support regional transportation planning decision making.
- Identify and compete for State and Federal money for transportation system development.
- Work directly with community groups to address neighborhood and business transportation concerns, and develop appropriate programs or projects.
- Review all site plans for conformance to transportation and parking alternative transportation policies, regulation, and practices.

Objectives for Fiscal Year 2005

- Meet 95% of all Land Development Team Pre-Application Review Team (PRT) and Development Application Review Team (DART) deadlines.
- Review and act within deadlines on 75% of all Development Plan Agreement (DPA), Architectural Board of Review (ABR), Historic Landmarks Commission (HLC), building permit, modification, and garage waiver requests.
- Represent the City's interests and the Circulation Element on the U.S. Highway 101 Technical Advisory Group in determining project alternatives for 101 in Motion.
- Work with Caltrans and SBCAG to design intersection and ramp improvements at the U.S. Highway 101/Carrillo northbound on-ramp.
- Finalize and adopt the Pedestrian Master Plan.
- Develop a Traffic Mobility Plan for the Oak Park neighborhood under the Neighborhood Traffic Management Program.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 6.35 | 6.35 | 6.35 | 4.90 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 600 |
| Revenues | | | | |
| Fees and Service Charges | - | 200 | 7,500 | 7,500 |
| Total Revenue | \$ - | \$ 200 | \$ 7,500 | \$ 7,500 |
| Expenditures | | | | |
| Salaries and Benefits | 458,546 | 534,414 | 495,402 | 410,236 |
| Supplies and Services | 11,697 | 43,852 | 43,671 | 43,531 |
| Special Projects | 54,324 | 71,963 | 71,963 | 25,000 |
| Non-Capital Equipment | 524 | 5,575 | 5,575 | 2,000 |
| Total Expenditures | \$ 525,091 | \$ 655,804 | \$ 616,611 | \$ 480,767 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Percent of Land Development PRT and DART applications reviewed within the deadline | 95% | 90% | 95% |
| PRT and DART applications reviewed | 200 | 200 | 200 |
| Percent of DPS, ABR, HLC, building permit, modification, and garage waiver requests reviewed within required deadlines | 75% | 80% | 75% |
| DPA, ABR, HLC, building permit, modification, and garage waiver requests reviewed | 350 | 600 | 600 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- Engineering Services
- Land Development
- Environmental Programs
- Solid Waste
- Traffic Operations
- Transportation Planning
- **Alternative Transportation**
- Transportation and Drainage Systems Maintenance
- Street Sweeping
- Traffic Signals
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- Water Capital Program
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Developed the employee bike program and trained 75 employees to develop and improve cycling skills.

Alternative Transportation

(Program No. 4314)

Mission Statement

Plan and coordinate projects and programs that promote alternative modes of transportation and are widely available and attractive to the public.

Program Activities

- Fund the construction of new or improved pedestrian and bicycle facilities.
- Fund the construction of new facilities serving various alternative transportation modes.
- Fund the operation of energy efficient, non-polluting electric shuttle buses.
- Develop funding programs for Transit Capital and operating assistance.
- Subsidize the operation of various transit assistance programs.
- Plan auto related, non-auto, and auto alternative improvements to the City's transportation system consistent with policies of the Circulation Element, Bicycle Master Plan and others.
- Work with Community Development to implement the Circulation element.
- Work with neighborhoods and other Public Works Divisions to develop Neighborhood Traffic Management Programs and Projects.

Objectives for Fiscal Year 2005

- Identify sidewalk priorities and provide oversight for the sidewalk infill program to construct 1% of the missing sidewalk links (approximately 3000 linear feet of sidewalk).
- Submit 2 grant applications annually for capital improvement projects that will improve the availability and/or attractiveness of alternative modes of transportation.
- Locate and install 100 new bicycle hitching posts.
- Develop a schedule and implementation strategy for the environmental, design, and construction of the Mission Interchange Bicycle/Pedestrian Improvements, the Loma Alta Sidewalk, and the Carrillo Hill Sidewalk Projects.
- Ensure compliance on Metropolitan Transit District contracts to increase the attractiveness and availability of transit to, from, and within the City.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 0.15 | 0.00 | 0.00 | 0.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Revenues | | | | |
| Interfund Reimbursements | 300,000 | 300,000 | 300,000 | 425,000 |
| Total Revenue | \$ 300,000 | \$ 300,000 | \$ 300,000 | \$ 425,000 |
| Expenditures | | | | |
| Salaries and Benefits | 19,252 | 19,969 | 18,511 | - |
| Special Projects | 1,053,584 | 2,156,853 | 1,410,000 | 1,685,000 |
| Total Expenditures | \$ 1,072,836 | \$ 2,176,822 | \$ 1,428,511 | \$ 1,685,000 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Linear feet of sidewalk completed | 3,000 | 3,500 | 3,000 |
| Grant applications submitted | 2 | 1 | 2 |
| MTD Downtown/Waterfront Shuttle riders | n/a | 520,000 | 520,000 |
| MTD Cross-town Shuttle riders | n/a | 160,000 | 160,000 |
| Commuter Lot Shuttle riders | n/a | 20,000 | 20,000 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- Engineering Services
- Land Development
- Environmental Programs
- Solid Waste
- Traffic Operations
- Transportation Planning
- Alternative Transportation
- **Transportation and Drainage Systems Maintenance**
- Street Sweeping
- Traffic Signals
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- Water Capital Program
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Staff cleaned up the right of way in several neighborhoods by repairing sidewalks, removing trash, abandoned vehicles, and added an online graffiti reporting form to the City website.

Transportation and Drainage Systems Maintenance

(Program Nos. 4411, 4413, 4415)

Mission Statement

Clean, maintain, and repair transportation and drainage system infrastructure to enhance community mobility and preserve creek and water quality.

Program Activities

- Maintain 250 curb miles of streets and over 3.5 million square feet of sidewalk and 792,000 linear feet of curb and gutter, using a variety of maintenance techniques.
- Cut or remove weeds and brush from 100 miles of roadside.
- Repair or replace damaged or deteriorated storm drain facilities, including pipes, culverts and catch basins.
- Clean and haul away debris from the storm drain system annually.
- Respond to storm conditions or other emergencies to unclog pipes and protect property.
- Operate and maintain storm water pump stations.
- Install, revise and repaint over one million linear feet of striping annually, including double yellow, skip lines, and painted curbs.
- Install and maintain over 45,000 square feet of pavement legends and over 40,000 units of traffic and parking signs.

Objectives for Fiscal Year 2005

- Repair 150,000 square feet of streets and sidewalk with asphalt, including potholes, skin patching, sidewalk padding, and overlays.
- Replace 13,500 square feet of concrete sidewalks, curbs, and gutters.
- Respond to 90% of public requests for removal of debris and large trash items within 24 hours.
- Inspect and/or clean 2,500 City storm drains, including higher frequency cleaning of 700 storm drains in low-lying areas.

Objectives for Fiscal Year 2005 (continued)

- Clean catch basin filters identified by the Creeks Restoration and Water Quality Improvement Program on a monthly basis.
- Repaint 360,000 lineal feet of pavement striping including double yellow lines, skipped lines, and curbs.
- Install and maintain 45,000 square feet of pavement legends (stop, school crossing, etc.)
- Replace 100% of critical, damaged traffic signs within 8 work hours of notice.
- Replace 90% of non-critical, damaged signs within 3 working days of notice.
- Develop a plan to utilize the Geo-Spatial Data Browser to schedule and coordinate maintenance efforts.
- Develop a method to track and maintain street signs and traffic markings by researching options in other cities.
- Implement the new Transportation and Drainage Systems Maintenance Work Order system.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 29.18 | 29.33 | 29.33 | 26.84 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 2,620 |
| Revenues | | | | |
| Interfund Reimbursements | - | 63,504 | 63,504 | 40,000 |
| Total Revenue | \$ - | \$ 63,504 | \$ 63,504 | \$ 40,000 |
| Expenditures | | | | |
| Salaries and Benefits | 1,469,095 | 1,676,208 | 1,676,208 | 1,818,789 |
| Supplies and Services | 800,494 | 1,331,613 | 1,323,064 | 1,315,834 |
| Special Projects | 24,472 | 30,000 | 30,000 | 50,000 |
| Transfers | - | - | - | 1,291,942 |
| Non-Capital Equipment | 5,578 | 8,672 | 6,000 | 8,500 |
| Miscellaneous | 5,032 | 5,429 | - | 103,876 |
| Total Expenditures | \$ 2,304,671 | \$ 3,051,922 | \$ 3,035,272 | \$ 4,588,941 |

Transportation and Drainage Systems Maintenance

Continued

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Potholes filled | n/a | n/a | 1,000 |
| Square feet of street and sidewalk surfaces repaired | n/a | n/a | 150,000 |
| Square feet of concrete installed | n/a | n/a | 13,500 |
| Percent of large trash removed within 24 hours | 90% | 90% | 90% |
| Drains inspected and/or cleaned | n/a | n/a | 2,500 |
| Catch basin filters cleaned | n/a | n/a | 1,200 |
| Lineal feet of pavement striping painted | n/a | n/a | 360,000 |
| Square feet of legends installed | n/a | n/a | 45,000 |
| Percent of critical, damaged signs replaced within 8 hours of notice | 100% | 100% | 100% |
| Percent of non-critical damaged signs replaced within 3 days of notice | n/a | n/a | 90% |
| Requests from public for debris removal referred to BFI and Marborg | n/a | n/a | 255 |
| Special event set-ups completed | n/a | n/a | 30 |
| Support services provided to Police Department for community service | n/a | n/a | 10 |

[This page intentionally left blank.]

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
➤ **Street Sweeping**
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Residential street sweeping expanded to the 48-curb mile Eastside neighborhood in October 2003, as directed by City Council.

Street Sweeping

(Program No. 4412, 4418)

Mission Statement

Clean streets to improve community appearance and water quality in urban creeks.

Program Activities

- Mechanically sweep 104 miles of residential streets, in conjunction with the City's Clean Sweep Program.
- Mechanically sweep 32 miles of business and commercial area streets (primarily in the downtown and Milpas Street areas) seven days a week.

Objectives for Fiscal Year 2005

- Ensure that 13,300 curb miles of established commercial and residential routes in the Consolidated Street Sweeping Program are swept on schedule, except in inclement weather conditions.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|---------------------|
| Authorized Positions | 0.00 | 0.00 | 0.00 | 3.25 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Revenues | | | | |
| Parking Violations | - | 531,159 | 400,000 | 650,000 |
| Interfund Reimbursements | - | - | 150,000 | 463,597 |
| Fees and Service Charges | - | - | 15,000 | - |
| General Fund Subsidy | 120,852 | - | - | - |
| Total Revenue | \$ 120,852 | \$ 531,159 | \$ 565,000 | \$ 1,113,597 |
| Expenditures | | | | |
| Salaries and Benefits | 110,738 | 233,406 | 151,973 | 245,934 |
| Supplies and Services | 174,161 | 699,374 | 630,173 | 479,624 |
| Special Projects | - | 15,000 | 15,000 | 178,519 |
| Transfers | - | - | - | 209,520 |
| Total Expenditures | \$ 284,899 | \$ 947,780 | \$ 797,146 | \$ 1,113,597 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|------------------|--------------------|----------------------|--------------------|
| Curb miles swept | n/a | 12,650 | 13,300 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- Engineering Services
- Land Development
- Environmental Programs
- Solid Waste
- Traffic Operations
- Transportation Planning
- Alternative Transportation
- Transportation and Drainage
Systems Maintenance
- Street Sweeping
- **Traffic Signals**
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- Water Capital Program
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Traffic Signals staff responded to 100% of emergency calls within 1 hour of notification on weekdays.

Traffic Signals

(Program No. 4532)

Mission Statement

Maintain a safe, efficient and reliable Citywide Traffic Signal System Network and provide funding for electrical energy for streetlights and traffic signals.

Program Activities

- Provide maintenance and repair support for the City's 104 signalized intersections.
- Maintain the computerized controlling network for each intersection.
- Ensure proper video and analog vehicle detection at signalized intersections.
- Manage the Fire Department's Opticom preemption system to coordinate signal timing with emergency vehicle response.
- Provide funding for energy costs for 3,566 streetlights and 104 signalized intersections.

Objectives for Fiscal Year 2005

- Complete 99% of scheduled preventative maintenance work orders on the Traffic Signal Network monthly, in accordance with an approved preventative maintenance plan.
- Respond to 100% of emergency calls within 1 working hour of notification on weekdays.
- Respond to all non-emergency, unscheduled repair work orders within 24 working hours on the Traffic Signal Network.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|---------------------|----------------------|--------------------|
| Authorized Positions | 2.30 | 3.30 | 3.30 | 2.30 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 1,450 |
| Revenues | | | | |
| Fees and Service Charges | 13,171 | 7,500 | 20,000 | 20,000 |
| Total Revenue | \$ 13,171 | \$ 7,500 | \$ 20,000 | \$ 20,000 |
| Expenditures | | | | |
| Salaries and Benefits | 184,160 | 223,407 | 207,098 | 232,948 |
| Supplies and Services | 550,591 | 574,890 | 569,425 | 512,263 |
| Non-Capital Equipment | 1,397 | 5,010 | 5,010 | 7,000 |
| Capital Equipment | 174,902 | 893,790 | 810,000 | 110,000 |
| Total Expenditures | \$ 911,050 | \$ 1,697,098 | \$ 1,591,533 | \$ 862,211 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Percent of scheduled preventative maintenance work orders completed | 99% | 99% | 99% |
| Percent of emergency work orders responded to within 1 working hour | 100% | 99% | 100% |
| Emergency work orders | 173 | 200 | 173 |
| Percent of unscheduled repairs responded to within 24 working hours of notification | 100% | 99% | 100% |
| Unscheduled work orders completed | 860 | 660 | 660 |
| Maintenance and operations cost per traffic intersection per month | n/a | n/a | \$250 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
➤ **Streets Capital**
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

The City maintained a Citywide Pavement Quality Index rating of 75. The City maintains 235.8 miles of paved roadway.

Streets Capital

(Program No. 4417)

Mission Statement

Manage the maintenance, repair, and improvements to the public right-of-way infrastructure in accordance with the goals of the City Council and the Circulation Element to provide the public with safe, efficient, functional, high quality, and cost-effective transportation and drainage systems.

Program Activities

- Adequately fund projects to maintain, repair, and improve the City's infrastructure assets for streets, sidewalks, bridges, storm drains, traffic signals, and pavement striping and markings.
- Plan, prioritize, and balance funding for capital expenditures between multi-model transportation and street right-of-way infrastructure maintenance, repair and improvements (which include streets, bridges, storm drains, traffic signals, streetlights, traffic markings and sidewalks).
- Apply for grant funding from a variety of sources for capital projects to leverage City funds.
- Identify, study, and address public drainage issues to maximize the benefit from the available funds.
- Provide courtesy review and coordination of Caltrans initiated roadway projects.
- Provide staff support to Division managers and supervisors associated with streets capital projects.

Objectives for Fiscal Year 2005

- Maintain an average asphalt concrete City Street Pavement Quality Index (PQI) of greater than 71 or greater (as evaluated by the City's Pavement Management System).
- Reduce the percentage of asphalt concrete streets with a PQI of less than 20 from 2.2% to 1.9%.
- Award a pavement maintenance construction contract in 1 of the 6 City pavement maintenance areas for slurry seal and asphalt concrete overlay.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Authorized Positions | 0.00 | 0.00 | 0.00 | 0.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Revenues | | | | |
| Interest Income | 221,571 | 230,000 | 230,000 | 145,000 |
| Utility Users' Tax | 5,443,005 | 5,607,700 | 5,482,700 | 5,837,731 |
| Intergovernmental | 2,382,930 | 2,916,742 | - | - |
| Transportation Development Funds | 52,242 | 55,000 | 50,000 | 50,000 |
| State Gas Tax | 1,698,393 | 1,700,000 | 1,700,000 | 1,725,000 |
| Transportation Sales Tax (Measure D) | 4,120,382 | 4,800,000 | 4,800,000 | 5,200,000 |
| Total Revenue | \$ 13,918,523 | \$ 15,309,442 | \$ 12,262,700 | \$ 12,957,731 |
| Expenditures | | | | |
| Capital Program | 8,165,479 | 15,700,714 | 8,055,000 | 4,670,152 |
| Total Expenditures | \$ 8,165,479 | \$ 15,700,714 | \$ 8,055,000 | \$ 4,670,152 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Average City asphalt concrete street Pavement Quality Index (PQI) | 71 | 75 | 71 |
| Percent of City asphalt concrete streets with a PQI of 20 or less | 2.2% | 2.2% | 1.9% |
| Miles of City roadway slurry sealed | n/a | 28.8 | 32 |
| Miles of City roadway overlaid with asphalt concrete pavement | n/a | 1.6 | 1.2 |
| Square feet of new City sidewalk installed | n/a | 35,740 | 29,000 |
| Access ramps installed | n/a | 42 | 50 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
➤ **Downtown Parking**
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Downtown Parking Staff launched the MyRide free annual bus pass pilot program.

Downtown Parking

(Program Nos. 4315, 4316, 4317)

Mission Statement

Operate and maintain the City's parking facilities and on street parking supply in order to maximize their use by customers and employees that shop and work in the Downtown Business District, thereby enhancing the economic vitality of the Downtown area.

Program Activities

- Operate and maintain ten surface customer parking lots and four parking structures containing over 3,300 parking stalls.
- Administer customer and commuter parking programs.
- Provide parking facilities for over five million vehicles per year.
- Administer the Parking and Business Improvement Area, providing for 75-minute free parking program.
- Provide customer accounting and billing services.
- Plan, fund and implement long-term capital maintenance programs.
- Manage on-street resources for resident parking in the Downtown, City College, and upper Modoc areas.
- Fund and administer Downtown employee MTD bus pass programs.

Objectives for Fiscal Year 2005

- Perform a routine cleaning of all City parking lots Monday through Friday before 10:00 a.m.
- Check parking lot equipment per approved schedule to reduce the number of equipment breakdowns.
- Respond to 90% of all equipment malfunction calls within 15 minutes.
- Ensure that 100% of all cash drawers are balanced at the end of each day.
- Increase the use of MTD bus passes by downtown employees by 10%.
- Add 5 new car pools to the Transportation Management Program.
- Contact all downtown merchants once a year to increase the awareness of public transit options
- Implement the facilities management software package to track Parking staff's maintenance activities.
- Develop a measure of effectiveness for the MyRide bus pass program.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|-----------------------|----------------------|---------------------|
| Authorized Positions | 20.51 | 20.51 | 20.51 | 20.50 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 134,300 |
| Revenues | | | | |
| PBIA Assessments | 696,828 | 675,000 | 725,000 | 675,000 |
| Interest Income | 280,076 | 275,000 | 220,000 | 200,000 |
| Fees and Service Charges | 3,708,705 | 3,850,000 | 3,875,000 | 3,610,000 |
| Other | - | 50,000 | 30,000 | 25,000 |
| Total Revenue | \$ 4,685,609 | \$ 4,850,000 | \$ 4,850,000 | \$ 4,510,000 |
| Expenditures | | | | |
| Salaries and Benefits | 2,607,610 | 2,754,310 | 2,671,681 | 2,850,447 |
| Supplies and Services | 1,081,917 | 1,174,795 | 1,149,831 | 1,477,636 |
| Special Projects | 440,779 | 480,155 | 450,000 | 308,208 |
| Transfers | 34,071 | - | - | 4,104 |
| Non-Capital Equipment | 25,607 | 19,153 | 37,750 | 19,000 |
| Capital Equipment | 10,354 | 18,597 | - | 10,000 |
| Miscellaneous | 628 | 24,085 | - | 25,000 |
| Total Operating Expenditures | \$ 4,200,966 | \$ 4,471,096 | \$ 4,309,262 | \$ 4,694,395 |
| Capital Program | 420,166 | 2,582,277 | 525,000 | 645,002 |
| Total Expenditures | \$ 4,621,132 | \$ 7,053,373 | \$ 4,834,262 | \$ 5,339,397 |
| Surplus / (Deficit) | \$ 64,477 | \$ (2,203,373) | \$ 15,738 | \$ (829,397) |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Daily parking lot cleanings before 10:00 a.m. Monday through Friday | 135 | 168 | 168 |
| Percent of preventative maintenance inspections done daily per the approved schedule | 100% | 100% | 100% |
| Percent of responses to equipment breakdowns made within 15 minutes | 90% | 90% | 90% |
| Percent of daily booth transactions completed and balanced successfully | > 98% | 99.89% | 100% |
| Bus passes issued from the beginning of the fiscal year | n/a | 12,350 | 13,783 |
| Carpool permits issued | 52 | 47 | 52 |
| Downtown merchants contacted | n/a | 1,250 | 1,250 |
| Total vehicles parked in the City's hourly lots | 5,000,000 | 5,000,000 | 5,000,000 |
| Maintenance calls | 3,600 | 2,400 | 2,400 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
➤ **Building Maintenance**
Motor Pool
Communications Systems
Custodial Services
Water Resources
Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

The Building Maintenance Program completed the refurbishment of the David Gebhard Meeting Room in December 2003, on time and within budget.

Building Maintenance

(Program No. 4511)

Mission Statement

Provide operations, maintenance and construction services to City-owned facilities to maintain a clean, safe and functional environment in which to conduct City business.

Program Activities

- Manage the maintenance, replacement, and upgrade of the City's buildings and 2,250 City-owned streetlights.
- Utilize trades personnel, in conjunction with service and construction contractors, to augment and support the accomplishment of the planned maintenance and special building project programs.
- Provide project management support for capital improvement special projects in various departments.

Objectives for Fiscal Year 2005

- Complete 85% of customer requested work orders by due date.
- Complete 100% of mandatory maintenance work orders by the due date.
- Complete 85% of preventative maintenance work orders by due date.
- Complete 85% of capital and special work orders by due date.
- Complete 95% of City-owned street light work orders within 5 working days of issuance.
- Purchase a new SQL-based work order system and transition Building Maintenance operations and historical records.
- Transition the Intranet-based work order submittal system to the new SQL-based work order system.
- Survey Facility Division customers to measure the level of satisfaction with customer requested services.
- Develop a report to identify City building capital assets that have a life expectancy and identify the projected replacement date and replacement cost for the assets by November 1, 2004.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 16.45 | 16.45 | 16.45 | 16.45 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 3,000 |
| Revenues | | | | |
| Interfund Reimbursements | 3,184,048 | 2,737,931 | 2,700,000 | 2,792,815 |
| Other | 31,404 | - | 6,000 | - |
| Total Revenue | \$ 3,215,452 | \$ 2,737,931 | \$ 2,706,000 | \$ 2,792,815 |
| Expenditures | | | | |
| Salaries and Benefits | 1,197,955 | 1,233,805 | 1,230,000 | 1,388,081 |
| Supplies and Services | 397,436 | 458,255 | 71,173 | 411,240 |
| Special Projects | 1,594,122 | 997,865 | 372,193 | 956,934 |
| Transfers | 6,838 | - | 875,000 | 3,187 |
| Non-Capital Equipment | 10,186 | 8,200 | 8,200 | 14,773 |
| Capital Equipment | 9,964 | 10,000 | 10,000 | 10,000 |
| Miscellaneous | - | 8,600 | - | 8,600 |
| Total Operating Expenditures | \$ 3,216,501 | \$ 2,716,725 | \$ 2,566,566 | \$ 2,792,815 |
| Capital Program | 130,210 | 290,582 | 700,000 | 50,000 |
| Total Expenditures | \$ 3,346,711 | \$ 3,007,307 | \$ 3,266,566 | \$ 2,842,815 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Percent of customer requested work orders completed by due date | 85% | 85% | 85% |
| Customer requested work orders issued | 4,740 | 3,170 | 3,170 |
| Percent of mandatory maintenance work orders completed by due date | 100% | 99% | 100% |
| Mandatory maintenance services work orders issued | n/a | 180 | 180 |
| Percent of preventative maintenance work orders completed by due date | 85% | 85% | 85% |
| Preventative maintenance work orders issued | 750 | 800 | 800 |
| Percent of capital and special project work orders completed by due date | 85% | 85% | 85% |
| Capital and special project work orders issued | 60 | 375 | 375 |
| Percent of City-owned street light work orders completed within 5 working days | 95% | 95% | 95% |
| City-owned street light work orders issued | n/a | 510 | 510 |
| Total work orders issued | n/a | 5,035 | 5,035 |
| Percent of work orders completed within the specified timeframe | n/a | 92% | 95% |

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance

➤ **Motor Pool**

Communications Systems
Custodial Services
Water Resources
Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Completed replacement of the last of the City's in-ground vehicle and heavy equipment hoists, on time and within budget.

Motor Pool

(Program No. 4521)

Mission Statement

Manage motorized fleet and fleet support services to cost effectively provide safe, reliable vehicles and equipment for all City departments.

Program Activities

- Maintain and repair the City's fleet of 529 vehicles and heavy equipment.
- Administer, test and certify vehicles and equipment in compliance with federal and state mandates.
- Maintain 15 Emergency Power Generators in a state of readiness.
- Maintain automated fuel delivery system and re-fueling infrastructure.
- Fund and maintain a vehicle replacement program that ensures the orderly and timely replacement of the City's fleet.
- Provide engineering services to develop specifications to support the competitive bid process for purchasing of vehicles and equipment.
- Support the Federal and State Alternative Fuel Vehicle Purchase Program.
- Administer the Mutual Aid Fuel Purchasing Program for the Santa Barbara School District, the Santa Barbara Housing Authority and Easy Lift Transportation.
- Maintain a vehicle pool car program for shared vehicle use.
- Maintain a database to track vehicle and equipment costs and allocate costs to specific department programs.

Objectives for Fiscal Year 2005

- Complete 95% of preventive maintenance services on schedule in accordance with manufacturers' recommendations.
- Complete 100% of the mandated inspections and certifications annually in the following areas: a) aerial equipment certification b) smog inspections and certifications c) diesel smoke testing and certifications d) youth bus inspections and certifications and e) commercial vehicle maintenance and inspection.
- Ensure that 60% of maintenance and repair services are for planned and scheduled work.

Objectives for Fiscal Year 2005 (continued)

- Prepare annual vehicle replacement report by January 31, 2005 identifying vehicles and equipment being replaced during the current fiscal year.
- Develop specifications and establish purchase contracts for the procurement of every vehicle approved for replacement in the current fiscal year.
- Install and implement a system to accurately measure vehicle ability for all vehicle classes, in accordance with published standards in the 2005 fiscal year.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|---------------------|-----------------------|----------------------|---------------------|
| Authorized Positions | 15.45 | 15.45 | 15.45 | 15.45 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 2,400 |
| Revenues | | | | |
| Interfund Reimbursements | 4,143,036 | 4,212,462 | 4,212,462 | 4,298,878 |
| Other | 149,317 | 50,000 | 175,000 | 50,000 |
| Total Revenue | \$ 4,292,353 | \$ 4,262,462 | \$ 4,387,462 | \$ 4,348,878 |
| Expenditures | | | | |
| Salaries and Benefits | 1,001,835 | 1,150,574 | 1,100,000 | 1,229,004 |
| Supplies and Services | 1,157,465 | 1,623,902 | 1,420,062 | 1,111,550 |
| Special Projects | 18,759 | 420,504 | 170,000 | 50,000 |
| Transfers | - | - | - | 3,186 |
| Non-Capital Equipment | 20,255 | 30,220 | 30,220 | 21,000 |
| Miscellaneous | - | 10,000 | - | 85,523 |
| Total Operating Expenditures | \$ 2,198,314 | \$ 3,235,199 | \$ 2,720,282 | \$ 2,500,263 |
| Capital Program | 1,585,738 | 2,562,432 | 2,240,000 | 1,939,415 |
| Total Expenditures | \$ 3,784,052 | \$ 5,797,632 | \$ 4,960,282 | \$ 4,439,678 |
| Increase/(Decrease) in Reserves | \$ 508,301 | \$ (1,535,170) | \$ (572,820) | \$ (90,800) |

PROGRAMS & SERVICES

Motor Pool *Continued*

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Vehicles in the fleet maintained | 534 | 529 | 534 |
| Commercial vehicle inspections performed | 120 | 120 | 120 |
| Percent of preventive maintenance services on schedule | 95% | 99% | 95% |
| Preventative maintenance services performed | 1,200 | 1,200 | 1,200 |
| Percent of aerial equipment certifications completed | 100% | 100% | 100% |
| Annual aerial lift inspections performed | n/a | 9 | 9 |
| Percent of smog inspections and certifications completed | 100% | 100% | 100% |
| Smog tests performed | n/a | 109 | 109 |
| Percent of diesel smoke testing and certifications | 100% | 100% | 100% |
| Smoke test performed | n/a | 64 | 64 |
| Percent of bus inspections and certifications completed | 100% | 100% | 100% |
| Bus inspections performed | n/a | 21 | 21 |
| Percent of commercial vehicle maintenance and inspection completed | 100% | 100% | 100% |
| Percent of maintenance and repair services that are for planned and scheduled work | 60% | 60% | 60% |
| Total annual maintenance and repair costs budgeted | \$1,858,222 | \$1,948,074 | \$2,363,666 |
| Work orders written for repairs with 1 or more repair requests | 2,000 | 2,000 | 2,000 |

[This page intentionally left blank.]

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool

➤ Communications Systems

Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

The Combined Communication Center was updated with the latest 911 telephone answering equipment and all new communication consoles.

Communications Systems

(Program No. 4531)

Mission Statement

Provide and maintain the citywide radio, telephone, microwave, Combined Communication Center (911) and associated electronic communication systems to ensure uninterrupted high quality communication operations.

Program Activities

- Provide maintenance and support activity for all communication equipment within the City including repeaters, voters, mobile and portable radios.
- Ensure the maintenance and operability of the 911 center.
- Maintain the City's microwave links.
- Manage the telephone system maintenance contract.
- Respond to all telephone and voicemail problems.
- Maintain computerized call accounting and name display databases.
- Perform radio, computer and electronics installations in all City owned vehicles.
- Install telecommunications cables in City-owned buildings.

Objectives for Fiscal Year 2005

- Complete 99% of scheduled preventative maintenance work orders monthly on the combined communication and all other communication equipment per the manufacturers' suggested specifications.
- Complete 95% of all unscheduled repairs to portable and mobile radios within 24 working hours.
- Complete 100% of all scheduled manufacturers' suggested maintenance as contracted for citywide telephone systems.
- Respond to 90% of all unscheduled work orders for the citywide telephone system within 4 working hours of the reported outage.
- Maintain the Combined Communications Center (the City's 911 emergency call center) at 100% operational readiness.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 5.25 | 4.25 | 4.25 | 5.25 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 630 |
| Revenues | | | | |
| Interfund Reimbursements | - | 508,025 | 508,025 | 644,774 |
| General Fund Subsidy | 462,555 | - | - | - |
| Total Revenue | \$ 462,555 | \$ 508,025 | \$ 508,025 | \$ 644,774 |
| Expenditures | | | | |
| Salaries and Benefits | 368,688 | 413,777 | 410,000 | 441,171 |
| Supplies and Services | 84,351 | 193,276 | 181,115 | 192,603 |
| Non-Capital Equipment | 4,450 | 8,297 | 4,500 | 7,000 |
| Capital Equipment | 5,066 | 5,500 | 9,297 | 4,000 |
| Total Expenditures | \$ 462,555 | \$ 620,850 | \$ 604,912 | \$ 644,774 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Total scheduled preventative maintenance | 322 | 250 | 322 |
| Percent of preventative maintenance work orders completed | 99% | 99% | 99% |
| Percent of unscheduled work orders completed on radios within 24 working hours | 100% | 97% | 95% |
| Percent of preventative maintenance work orders completed on telephone system by contractor | 100% | 100% | 100% |
| Percent of unscheduled repairs responded to within 4 working hours of reported outage | 90% | 90% | 90% |
| Percent of operational readiness for the Combined Communications Center | 100% | 100% | 100% |
| Total routine work orders for the Communication Section | n/a | 2,300 | 2,300 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
➤ **Custodial Services**
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Completed annual cleaning of City Hall and Council Chambers on schedule in December 2003.

Custodial Services

(Program No. 4541)

Mission Statement

Provide custodial services to specified City-owned facilities to ensure a clean and safe work environment for the staff and the public.

Program Activities

- Perform daily and routine cleaning of approximately 280,000 square feet of City-owned facilities.
- Provide emergency custodial services to City-owned facilities.
- Manage contracted services and maintain a schedule for cleaning windows, carpets, and awnings.

Objectives for Fiscal Year 2005

- Clean approximately 20,000 square feet per custodian per day.
- Respond to 100% of custodial emergencies within 1 hour during normal business hours.
- Ensure completion of 100% of scheduled contracted services in City buildings for floors, windows and awnings according to an approved schedule.
- Achieve an 80% satisfaction rate from an employee survey on the cleanliness of City facilities.
- Complete the annual Council Chamber and Room 15 special cleaning project.
- Prepare a cost estimate and develop a cleaning schedule for increased services to high visibility areas based on cost information gathered in Fiscal Year 2004.
- Complete the special monitoring tasks assigned to Custodial Services for Fiesta activities in a timely and efficient manner.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 13.55 | 13.55 | 13.55 | 13.55 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 417 |
| Revenues | | | | |
| Fees and Service Charges | - | 801,018 | 801,018 | 934,093 |
| General Fund Subsidy | 801,501 | - | - | - |
| Total Revenue | \$ 801,501 | \$ 801,018 | \$ 801,018 | \$ 934,093 |
| Expenditures | | | | |
| Salaries and Benefits | 712,948 | 742,516 | 740,000 | 779,427 |
| Supplies and Services | 86,443 | 143,090 | 131,430 | 152,666 |
| Non-Capital Equipment | 2,110 | 422 | 400 | 2,000 |
| Total Expenditures | \$ 801,501 | \$ 886,028 | \$ 871,830 | \$ 934,093 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Square footage cleaned per full-time-equivalent Custodian | 20,000 | 20,000 | 20,000 |
| Annual cost per square foot cleaned | n/a | \$3.05 | \$3.34 |
| Percent of emergency custodial responses within 1 hour | 100% | 100% | 100% |
| Responses for custodial emergencies | 50 | 15 | 20 |
| Contract cleaning services scheduled | 150 | 150 | 150 |
| Percent of employee survey responses of satisfactory or better on custodial services | n/a | 80% | 80% |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
➤ **Water Resources Management**
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Started Sheffield Water Quality Improvement Project and Cater Improvement Project.
Began integration of Water Supply Management, solid waste and hazardous waste programs into Division.

Water Resources Management

(Program No. 4611, 4612)

Mission Statement

Provide support and direction to staff in order to ensure that City water, wastewater, hazardous and solid waste systems, and stormwater management programs are reliable, comply with all permits and regulations, protect public health and the environment, and are cost efficient.

Program Activities

- Manage the City water, wastewater and recycled water, storage, treatment, distribution and collection systems, the solid waste collection systems and the Long Term Water Supply Program.
- Ensure compliance of water, wastewater, recycled water, hazardous waste, and solid waste collection systems, and the National Pollutant Discharge Elimination System (NPDES) Stormwater Management Program with extensive local, State, and Federal regulations.
- Develop short and long range water and wastewater resources and solid waste collection plans and capital programs.
- Provide staff support to the Public Works Director, City Administrator, Board of Water Commissioners, and City Council concerning water resources, hazardous waste and solid waste issues.
- Develop annual Water, Wastewater and Solid Waste Fund budgets and ensure that expenditures remain within adopted budget amounts.
- Provide ongoing budgetary guidance and support to all Water Resources Division sections.

Objectives for Fiscal Year 2005

- Ensure that 80% of Water Resources Division Programs Objectives are met.
- Comply with 99% of NPDES discharge requirements.
- Comply with California Department of Health Services drinking water regulations.
- Complete integration of Water Supply Management and Environmental programs into Water Resources Division.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Authorized Positions | 3.75 | 3.75 | 3.75 | 3.75 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 1,000 |
| Revenues | | | | |
| Interest Income | 817,634 | 700,000 | 525,000 | 450,000 |
| Fees and Service Charges | 21,260,205 | 22,600,000 | 22,772,000 | 25,480,000 |
| JPA Reimbursements | 1,212,328 | 1,200,000 | 1,403,946 | 1,358,000 |
| Other | 823,861 | 100,000 | 40,000 | 40,000 |
| Total Revenue | \$ 24,114,028 | \$ 24,600,000 | \$ 24,740,946 | \$ 27,328,000 |
| Expenditures | | | | |
| Salaries and Benefits | 401,745 | 416,789 | 408,177 | 465,185 |
| Supplies and Services | 3,569,622 | 3,928,295 | 3,939,250 | 3,241,625 |
| Special Projects | 16,790 | 2,363 | 2,363 | 50,000 |
| Debt Transfers | 1,733,084 | 2,250,688 | 2,250,688 | 3,598,572 |
| Transfers | - | - | - | 16,400 |
| Non-Capital Equipment | 4,657 | 8,100 | 8,100 | 8,100 |
| Capital Equipment | - | - | - | 3,000 |
| Miscellaneous | 172,226 | 603,371 | 550,000 | 1,019,170 |
| Total Expenditures | \$ 5,898,124 | \$ 7,209,606 | \$ 7,158,578 | \$ 8,402,052 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Percent of Water Resources program objectives met | 80% | > 80% | 80% |
| Percent of discharge requirements met | 99% | 99.5% | 99% |
| Percent of drinking water regulations met | 100% | 100% | 100% |
| Annual City water production (in acre feet) | n/a | n/a | 14,000 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
➤ **Water Reclamation**
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Approximately 800 acre feet of recycled water were provided to 80 service connections in accordance with State regulations.

Water Reclamation

(Program No. 4621)

Mission Statement

Provide cost efficient treatment and distribution of recycled water in accordance with State regulations in order to conserve City potable water supplies.

Program Activities

- Provide reclaimed water to 75 service connections.
- Provide public education and assistance on the use of reclaimed water.
- Implement required agreements and ensure compliance with State regulations for users on the reclamation distribution system.
- Provide guidance, training education materials and signage for landscape and toilet flushing uses of reclaimed water.

Objectives for Fiscal Year 2005

- Perform inspections on all recycled water sites to meet the annual State inspection requirement.
- Provide 1 class for recycled water users to meet the annual State training requirement.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|--------------------|
| Authorized Positions | 4.50 | 4.50 | 4.50 | 4.50 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Expenditures | | | | |
| Salaries and Benefits | 346,584 | 358,239 | 244,421 | 355,464 |
| Supplies and Services | 328,330 | 471,405 | 456,960 | 436,827 |
| Special Projects | - | 10,000 | 10,000 | - |
| Total Expenditures | \$ 674,914 | \$ 839,644 | \$ 711,381 | \$ 792,291 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Inspections performed | 80 | 80 | 80 |
| Classes for recycled water users | 1 | 1 | 1 |
| Acre feet of recycled water used | 800 | 700 | 800 |
| Cost per acre foot of recycled water used | \$910 | \$1,250 | \$910 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
➤ **Water Distribution**
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Completed the Sheffield Water Quality Project Temporary Reservoirs (two 1.5 million gallon bolted steel tanks and appurtenances for water storage) and the elimination of Sheffield Reservoir.

Water Distribution

(Program No. 4631)

Mission Statement

Convey water to customers in a reliable and cost-efficient manner and provide drinking water that meets all state and federal regulations.

Program Activities

- Operate and maintain the City's water distribution system comprised of Gibraltar Lake and Dam, 299 miles of pipelines, 12 water pumping stations, 13 reservoirs, 16 pressure reducing stations and 25,780 service connections and meters.
- Operate and maintain the groundwater well system.
- Distribute 13,200 acre feet (4.3 billion gallons) of potable water to the City's residents.
- Operate and maintain the City's reclaimed water distribution system comprised of 14 miles of pipelines, one pumping station, 1.5 million gallon reservoir, three pressure reducing stations and 75 service connections.
- Operate and maintain the reclamation distribution system, which has the capacity to treat and deliver 1,200 acre feet per year; current demand is approximately 800 acre feet per year.
- Provide 24-hour emergency response services for all City departments through the emergency service unit.

Objectives for Fiscal Year 2005

- Operate the water distribution system to meet 100% of all applicable State and Federal requirements.
- Exercise 32% of the valves in the water distribution system annually.
- Flush 80% of the fire hydrants and transmission mains annually.
- Restore water service within 8 hours of the time of shutdown 75% of the time.
- Clean 80% of all water distribution reservoirs annually.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 33.41 | 33.41 | 33.41 | 33.41 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 6,600 |
| Expenditures | | | | |
| Salaries and Benefits | 2,320,539 | 2,503,350 | 2,478,317 | 2,643,369 |
| Supplies and Services | 1,729,328 | 2,005,706 | 1,954,297 | 2,206,457 |
| Special Projects | 74,663 | 150,000 | 1,000 | 100,000 |
| Non-Capital Equipment | 18,641 | 50,901 | 50,000 | 58,712 |
| Capital Equipment | - | 48,000 | - | 75,000 |
| Total Expenditures | \$ 4,143,171 | \$ 4,757,957 | \$ 4,483,614 | \$ 5,083,538 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Percent of State and Federal requirements achieved | 100% | 100% | 100% |
| Water distribution valves exercised | 1,500 | 2,400 | 2,400 |
| Fire hydrants flushed | 1,797 | 1,797 | 1,797 |
| Transmission main blow-off valves flushed | 13 | 13 | 13 |
| Percent of water restored within 8 hours | 75% | 80% | 75% |
| Water distribution reservoirs cleaned | n/a | 9 | > 9 |
| Water main breaks | 72 or less | 100 | 100 |
| Metron meters installed | n/a | n/a | 52 |

PROGRAMS & SERVICES

City of Santa Barbara
Fiscal Year 2005
Annual Budget

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
➤ **Water Treatment**
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Treatment staff maintained compliance with State and Federal drinking water regulations under very difficult situations during the construction activities associated with the Cater Improvement Project.

Water Treatment

(Program Nos. 4641, 4642)

Mission Statement

Provide safe drinking water that is treated in a cost efficient manner and complies with State and Federal regulations.

Program Activities

- Operate and maintain the Cater Water Treatment Facility to achieve compliance with state and federal drinking water regulations.
- Provide regional water treatment for the City of Santa Barbara, Montecito Water District and Carpinteria Valley Water District, supplying drinking water to the communities of Santa Barbara, Montecito, Summerland, and Carpinteria.
- Maintain the C. Meyer Desalination Facility in long-term storage to supplement existing water supplies.

Objectives for Fiscal Year 2005

- Perform 100% of preventative maintenance for the Cater Water Treatment Plant, in accordance with the annual preventative maintenance plan.
- Perform 100% of preventative maintenance for the C. Meyer Desalination Facility, in accordance with the annual preventative maintenance plan.
- Maintain 100% compliance with California Department of Health Services Water Quality Regulations.
- Operate and maintain the Cater Treatment Plant through re-construction.
- Maintain C. Meyer Desalination Facility in long-term storage for reactivation within 2 years when required to supplement other water supplies.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 13.80 | 13.80 | 13.80 | 13.80 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Expenditures | | | | |
| Salaries and Benefits | 1,053,840 | 1,159,790 | 1,148,192 | 1,217,487 |
| Supplies and Services | 1,026,751 | 1,531,478 | 1,487,185 | 1,565,849 |
| Non-Capital Equipment | 7,973 | 26,999 | 26,400 | 38,401 |
| Total Expenditures | \$ 2,088,564 | \$ 2,718,267 | \$ 2,661,777 | \$ 2,821,737 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Percent of scheduled preventive maintenance at Cater Treatment Plant completed | 100% | 100% | 100% |
| Percent of scheduled preventive maintenance at C. Meyer Desalination Facility completed | 100% | 100% | 100% |
| Percent compliance with California Department of Health Services Water Quality Regulations | n/a | 100% | 100% |
| Million gallons (mg) water treated | 7,300 | 7,000 | 7,300 |
| Cost per million gallons of water treated (excluding capital, laboratory and administration costs) | n/a | \$280 | \$290 |
| Emergency trouble reports | n/a | < 50 | 50 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
➤ **Water Supply Management**
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Concluded hearings before the State Water Board regarding water rights at the Cachuma Project, anticipating a decision late in fiscal year 2004.

Water Supply Management

(Program No. 4651)

Mission Statement

Provide an adequate supply of water by implementing the Long Term Water Supply Program, which includes a cost effective water conservation element and a diverse portfolio of supplies.

Program Activities

- Implement the Long Term Water Supply Program.
- Provide up to 8,277 acre-feet of water per year from the Cachuma Project and up to 3,000 acre-feet of water per year from the State Water Project.
- Advise on optimal use of the City's diverse sources of water supplies.
- Provide information on City water supplies and water conservation via the City Internet site with quarterly or more frequent updates and prompt responses to inquiries.
- Maintain and protect surface water supplies from the Santa Ynez River.
- Manage a cost-efficient customer-response based water conservation program that meets Federal and State requirements.

Objectives for Fiscal Year 2005

- Maintain at least 3,000 acre feet (AF) of end-of-year carryover in Lake Cachuma every year for 4 years after each Cachuma spill.
- Submit all monthly reports for the Upper Santa Ynez River Operations Agreement within 15 days of the end of each month.
- Achieve a 95% customer satisfaction rate with home water audits.
- Implement conditions from State Water Board to maintain Cachuma Project water rights.
- Present annual Water Supply Management Report for the previous water year to Council for adoption by January 15, 2005.
- Ensure that water deliveries are not reduced by more than 10% during severe drought.
- Achieve 100% compliance with California Urban Water Conservation Council Best Management Practices.
- Ensure that funding of the Cachuma Project, State Water Project and participation in Central Coast Water Authority (CCWA), Cachuma Operation and Maintenance Board (COMB), Cachuma Conservation Release Board (CCRB), and Association of Santa Barbara County Water Agencies, stays within budgeted amounts and meets payment schedules.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 4.25 | 4.25 | 4.25 | 4.25 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 1,000 |
| Revenues | | | | |
| Intergovernmental | 24,369 | 70,588 | 22,000 | - |
| Interfund Reimbursements | - | 41,937 | 25,000 | 42,000 |
| Total Revenue | \$ 24,369 | \$ 112,525 | \$ 47,000 | \$ 42,000 |
| Expenditures | | | | |
| Salaries and Benefits | 322,633 | 416,366 | 412,202 | 455,604 |
| Supplies and Services | 93,757 | 192,609 | 187,901 | 190,302 |
| Water Supply Purchases | 6,253,793 | 7,346,366 | 7,390,931 | 7,418,730 |
| Special Projects | 46,999 | 139,801 | 30,450 | 42,700 |
| Non-Capital Equipment | 7,629 | 13,000 | 12,000 | 11,510 |
| Total Expenditures | \$ 6,724,811 | \$ 8,108,142 | \$ 8,033,484 | \$ 8,118,846 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| End of year (September 30) Cachuma carryover | 3,000 | n/a | 3,000+ AF |
| Monthly reports produced by the 15th of the following month | 12 | 12 | 12 |
| Percent of customers responding that they were "satisfied," based on a random sample of recipients | 90% | 95% | 95% |
| Home water checkups | 350 | 300 | 350 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
➤ **Water Resources Laboratories**
Water Capital Program
Wastewater Collection
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

A sophisticated analytical instrument (ICP Mass Spectrometer) was placed in service. This instrument allows rapid detection of low-level trace elements in drinking water and wastewater effluent.

Water Resources Laboratories

(Program Nos. 4661, 4662)

Mission Statement

Provide cost efficient analytical testing services and high quality data to meet the testing requirements of the water and wastewater systems.

Program Activities

- Perform all required testing in accordance with Environmental Protection Agency (EPA) approved analytical methods.
- Provide laboratory services and conduct water and wastewater sampling for special projects and research.
- Perform and complete water pollution and water supply proficiency testing.
- Provide and submit regulatory report to the California Regional Water Quality Control Board, and California Department of Health Services.
- Maintain all major analytical instrumentation in accordance with the Good Laboratory Practice Protocols.
- Provide ongoing technical training to all staff.

Objectives for Fiscal Year 2005

- Complete 100% of required testing in accordance with EPA-approved analytical methods.
- Complete samples and testing in a timely manner to ensure 100% of reports are submitted to the California Regional Water Quality Control Board, and California Department of Health Services in compliance with reporting deadlines.
- Complete certificate renewal for the State of California Department of Health Services Environmental Laboratory Accreditation Program (DHS-ELAP) by April 1, 2005 and maintain certification at all times.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|-------------------|--------------------|----------------------|---------------------|
| Authorized Positions | 7.00 | 7.00 | 7.00 | 7.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 2,500 |
| Expenditures | | | | |
| Salaries and Benefits | 446,070 | 512,217 | 491,647 | 606,472 |
| Supplies and Services | 243,381 | 357,070 | 336,359 | 412,141 |
| Non-Capital Equipment | 11,427 | 17,790 | - | 21,705 |
| Capital Equipment | - | 110,850 | 111,405 | 49,875 |
| Total Expenditures | \$ 700,878 | \$ 997,927 | \$ 939,411 | \$ 1,090,193 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Percent of tests completed in accordance with EPA-approved analytical methods | 100% | 100% | 100% |
| Percent of California Regional Water Quality Control Board and California Department of Health Services reports submitted on time | n/a | n/a | 100% |
| Drinking water, wastewater and creek samples collected and received | 15,200 | 14,690 | 15,200 |
| Tests/analyses performed | 44,000 | 45,000 | 44,000 |
| Special or follow-up samples collected and received | n/a | 350 | 350 |
| Special and/or follow-up tests performed | 2,000 | 4,000 | 4,000 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

- Administration
- Engineering Services
- Land Development
- Environmental Programs
- Solid Waste
- Traffic Operations
- Transportation Planning
- Alternative Transportation
- Transportation and Drainage
Systems Maintenance
- Street Sweeping
- Traffic Signals
- Streets Capital
- Downtown Parking
- Building Maintenance
- Motor Pool
- Communications Systems
- Custodial Services
- Water Resources Management
- Water Reclamation
- Water Distribution
- Water Treatment
- Water Supply Management
- Water Resources Laboratories
- **Water Capital Program**
- Wastewater Collection
- Wastewater Treatment
- Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Staff won the American Water Works Association's "2003 Outstanding Energy Management Award" as a result of the Water Resources Hydraulic Water Modeling capital project.

Water Capital Program

(Program No. 4671)

Mission Statement

Develop, fund, design and construct projects that will maintain, upgrade and enhance the City's water system infrastructure in order to ensure a continual supply of safe water for both domestic and fire protection purposes.

Program Activities

- Determine the work required to maintain and upgrade the City's water supply, treatment and distribution, and recycled water infrastructure.
- Develop the necessary funding to facilitate the Water Capital Program.
- Approve the design, plans and specifications for constructing Water Capital Projects.
- Assist the Public Works Engineering Division in moving projects through the City's planning, environmental and permitting process, when appropriate.
- Assist Engineering staff in the bid, award, monitoring, and inspection of Water Capital projects through completion of construction, when appropriate.

Objectives for Fiscal Year 2005

- Ensure the Cater Improvements Project remains on schedule for completion by September 2004.
- Complete construction of Sheffield water reservoirs to ensure the Sheffield Water Quality Project remains on schedule for completion by December 2005.
- Complete the treatment design of San Roque and Santa Barbara High School wells and complete the construction of the Santa Barbara High School well to ensure completion of both projects by November 2005.
- Ensure the Ortega Well Treatment Plant Rehabilitation project pilot testing is completed and the environmental, design and permitting milestones are started to facilitate completion by October 2005.
- Facilitate the completion of FY 05 Water Capital Program projects, within the approved funding level.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|----------------------|----------------------|----------------------|---------------------|
| Authorized Positions | - | - | - | - |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Expenditures | | | | |
| Capital Program | 16,536,096 | 40,261,467 | 31,200,000 | 4,553,000 |
| Total Expenditures | \$ 16,536,096 | \$ 40,261,467 | \$ 31,200,000 | \$ 4,553,000 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
➤ **Wastewater Collection**
Wastewater Treatment
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Staff smoke tested 50 miles of sewer pipes in Fiscal Year 2004.

Wastewater Collection

(Program No. 4632)

Mission Statement

Convey wastewater to the treatment plant in a reliable and cost efficient manner, meet all applicable state and federal regulations, and protect the environment.

Program Activities

- Maintain wastewater collection system to prevent sewer overflows.
- Respond to stoppage and overflow calls and contain overflows in a timely manner.
- Manage the preventive maintenance program for the wastewater collection system and lift stations.
- Conduct a sanitary sewer smoke-testing program to identify areas of inflow/infiltration.
- Operate wastewater collection system to comply with state and federal reporting requirements.
- Enhance collection system performance by maintaining system hydraulic capacity to allow system to operate at its design capacity.

Objectives for Fiscal Year 2005

- Limit number of reportable overflows to 15 or less per year.
- Clean 250 miles of the collection system each year.
- Smoke test 50 miles of the collection system pipes.
- Respond to and resolve 100% stoppages and overflow calls in a safe, timely and professional manner within 2 hours of receiving notification and reduce impacts should they occur.
- Comply with all State and Federal reporting requirements for wastewater collection as specified in the National Pollution Discharge Elimination Standards permit issued for the El Estero treatment plant.
- Clean all pipe sections listed on the annual preventive maintenance location list at the assigned frequency.
- Smoke and dye test all identified creek crossings in accordance with an approved plan.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|
| Authorized Positions | 22.40 | 22.40 | 22.40 | 22.40 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 2,685 |
| Expenditures | | | | |
| Salaries and Benefits | 1,439,109 | 1,653,562 | 1,537,813 | 1,755,451 |
| Supplies and Services | 582,373 | 694,128 | 656,359 | 695,510 |
| Non-Capital Equipment | 10,279 | 14,732 | 14,732 | 5,000 |
| Capital Equipment | - | - | - | 3,000 |
| Total Expenditures | \$ 2,031,761 | \$ 2,362,423 | \$ 2,208,904 | \$ 2,458,961 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|---|--------------------|----------------------|--------------------|
| Overflows reportable to the Regional Water Quality Control Board | < 15 | < 15 | < 15 |
| Miles cleaned | 250 | 250 | 250 |
| Miles of pipes smoke tested | 15 | 65 | 50 |
| Percent of calls responded to and resolved within 2 hours | 100% | 100% | 100% |
| Blockage in the collection system | 65 | 65 | ≤ 65 |
| Miles of pipeline inspected annually using the Close Circuit Television | n/a | n/a | 17 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
➤ **Wastewater Treatment**
Wastewater Capital Program



RECENT PROGRAM ACHIEVEMENTS

Staff has integrated approximately 50% of all plant processes into the Supervisory Control and Data Acquisition system to allow remote monitoring and operation of vital plant processes.

Wastewater Treatment

(Program No. 4711)

Mission Statement

Provide cost efficient wastewater treatment, protect ocean water quality and public health, and comply with National Pollution Discharge Elimination System (NPDES) permit requirements.

Program Activities

- Operate the El Estero Wastewater Treatment Plant to comply with discharge limitations as required by the Regional Water Quality Control Board.
- Operate the wastewater treatment plant to assure air emission compliance with the Santa Barbara Air Pollution Control District Permit.
- Operate Pretreatment Program to inspect and sample industrial dischargers to the City's wastewater collection system.
- Maintain El Estero Wastewater facility using predictive and preventative maintenance methods.
- Continue public outreach and education to inform the public of environmental benefits of the El Estero Treatment Plant process.

Objectives for Fiscal Year 2005

- Achieve at least 99% compliance with discharge limitations for wastewater treatment as listed in the Wastewater Discharge permit issued by Regional Water Quality Control Board toward a goal of 100%.
- Achieve 100% compliance with local air emissions standards as specified in the Santa Barbara Air Pollution Control District permit requirements .
- Achieve at least 99% compliance with discharge limitations for water reclamation treatment as listed in the Water Reclamation Discharge permit issued by the Regional Water Quality Control Board towards a goal of 100%.
- Complete a total of 649 maintenance work orders on wastewater treatment and water reclamation equipment.
- Inspect equipment according to an approved preventative maintenance plan and schedule and complete 90% of resultant work orders before the next scheduled inspection.
- Inspect all permitted industrial dischargers at the frequency required by City's approved program.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|----------------------|----------------------|----------------------|
| Authorized Positions | 24.00 | 24.00 | 24.00 | 24.00 |
| Non-Permanent Employee Hours | n/a | n/a | n/a | 1,000 |
| Revenues | | | | |
| Interest Income | 499,163 | 525,000 | 400,000 | 375,000 |
| Mission Canyon- JPA | 238,746 | 200,000 | 274,221 | 275,000 |
| Fees and Service Charges | 9,233,471 | 9,750,000 | 9,840,000 | 11,233,000 |
| Other | 23,080 | 100,000 | 25,000 | 20,000 |
| Total Revenue | \$ 9,994,460 | \$ 10,575,000 | \$ 10,539,221 | \$ 11,903,000 |
| Expenditures | | | | |
| Salaries and Benefits | 1,759,518 | 1,876,209 | 1,744,874 | 1,921,497 |
| Supplies and Services | 2,198,711 | 2,513,154 | 2,296,651 | 2,447,685 |
| Special Projects | 65 | 15,000 | 15,000 | 15,000 |
| Non-Capital Equipment | 16,393 | 16,900 | 16,900 | 16,900 |
| Capital Equipment | 13,565 | 21,300 | 21,300 | 31,300 |
| Total Expenditures | \$ 3,988,252 | \$ 4,442,563 | \$ 4,094,725 | \$ 4,432,382 |

Program Performance Measures

| | Adopted FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|--|--------------------|----------------------|--------------------|
| Percent of treated wastewater samples in compliance with DPDES permit limits | 99% | 99.85% | 99% |
| Percent of air samples in compliance with SBAPCD permit requirements | 100% | 100% | 100% |
| Percent of treated-reclaimed water samples in compliance with Water Reclamation Discharge Permit | 99% | 100% | 99% |
| Maintenance work orders completed | 800 | 565 | 649 |
| Percent of maintenance work orders completed before the next scheduled inspection | n/a | n/a | 90% |
| Million of gallons of wastewater treated | 3,020 | 3,054 | 3,100 |
| Average cost per million gallons treated | n/a | \$1,265 | \$1,265 |

PROGRAMS & SERVICES

PUBLIC WORKS PROGRAMS

Administration
Engineering Services
Land Development
Environmental Programs
Solid Waste
Traffic Operations
Transportation Planning
Alternative Transportation
Transportation and Drainage
Systems Maintenance
Street Sweeping
Traffic Signals
Streets Capital
Downtown Parking
Building Maintenance
Motor Pool
Communications Systems
Custodial Services
Water Resources Management
Water Reclamation
Water Distribution
Water Treatment
Water Supply Management
Water Resources Laboratories
Water Capital Program
Wastewater Collection
Wastewater Treatment
➤ **Wastewater Capital Program**



RECENT PROGRAM ACHIEVEMENTS

Completed rehabilitation or replacement of almost 6 miles of the City's sewer system in 2003-2004.

Wastewater Capital Program

(Program No. 4771)

Mission Statement

Expedite development, design and construction of wastewater related projects that will maintain, upgrade and enhance the infrastructure of the wastewater system in order to meet NPDES requirements and protect the environment.

Program Activities

- Determine the work required to maintain and upgrade the City's Wastewater Treatment and Collection System infrastructure.
- Develop the necessary funding to facilitate the Wastewater Capital Program.
- Review and approve plans and specifications developed for constructing Wastewater Capital Projects.
- Assist Engineering Division staff in moving Wastewater Capital Projects through the City's planning, environmental and permitting process, when appropriate.
- Assist Engineering Division staff in the bid, award and inspection of Wastewater Capital Projects, when appropriate.
- Monitor and expedite projects in the El Estero Strategic Plan.

Objectives for Fiscal Year 2005

- Monitor and facilitate the installation of fuel cells to supply electricity for El Estero.
- Secure funding for the El Estero Strategic Plan projects.
- Develop and implement a plan for motor control center and pipe rehabilitation at El Estero.
- Develop and implement a plan to mitigate contamination at El Estero drain.
- Evaluate alternatives for managing wastewater flows currently delivered to the San Marcos Lift Station and develop a plan to replace or abandon it.

Financial and Staffing Information

| | Actual FY 2003 | Amended FY 2004 | Projected FY 2004 | Adopted FY 2005 |
|-------------------------------------|---------------------|----------------------|----------------------|---------------------|
| Authorized Positions | - | - | - | - |
| Non-Permanent Employee Hours | n/a | n/a | n/a | - |
| Expenditures | | | | |
| Capital Program | 2,858,130 | 11,144,422 | 5,500,000 | 1,520,000 |
| Total Expenditures | \$ 2,858,130 | \$ 11,144,422 | \$ 5,500,000 | \$ 1,520,000 |

[This page intentionally left blank.]