



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Submitted on:
(COB Stamp)

Department Name: General Services
Department No.: 063
Agenda Date: March 11, 2025
Placement: Departmental
Estimated Time: 35 minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Kirk Lagerquist, Director General Services, 805-560-1011
Contact Info: John Green, Asst. Director General Services, 805-568-3096
SUBJECT: Five Year Capital Improvement Program, FY 2025-26 through FY 2029-2030; All Districts

DocuSigned by:
Kirk Lagerquist
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County Counsel Concurrence

As to form: Yes

Other Concurrence:

N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Receive and file the detailed Five-Year Capital Improvement Program, FY 2025-26 through FY 2029-30;
- b) Review and grant preliminary, non-binding conceptual approval of the projects contained in the CIP;
- c) Refer new CIP Projects to the Planning Commission and request analysis of these projects proposed for planning, initiation, or construction in future fiscal years for conformity with the County Comprehensive Plan per Government Codes 65401 and 65402;
- d) Determine that the proposed actions do not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines §15378(b)(5) as they consist of organizational or administrative activities of government that will not result in direct or indirect changes in the environment; and that the proposed actions do not constitute "Approval" within the meaning of CEQA Guidelines §15352 as they do not commit the County to a definite course of action in regard to any project.

Summary Text:**Capital Improvement Program (CIP)**

The Five-Year Capital Improvement Program (CIP) (Attachment 1) is a compilation of projects intended to implement various plans, including community and master plans, facilities plans, County Comprehensive (General) Plan, Net Zero Energy policy, and Accessibility programming. Projects and programs in the CIP quantify current and future capital needs. Accordingly, it includes projects for County buildings and grounds, parks, new and improved roads and bridges, solid waste operations and stormwater system improvements. Since the CIP includes estimates of capital needs, it provides the basis for setting priorities, reviewing schedules, developing funding policy for proposed improvements, monitoring and evaluating the progress of capital projects, and informing the public of projected capital improvements and future funding needs. Most projects included in the CIP are non-recurring, have a long service life, and are generally over \$100,000; these projects are planned to be underway during Fiscal Years 2025-26 through FY 2029-30 based on available funding. Other projects and programs in the CIP are recurring, including such categories as safety, maintenance (both current and deferred), energy reduction/efficiency, renewable energy and storage, accessibility, security, and pavement repair. As we take the next steps to enhance the CIP development process, it is important to include all of the programs that allow staff to bring resources to areas of highest priority.

Background:

In alignment with the Renew objectives, General Services (GS), in partnership with the Public Works Department (PW) and the Community Services Department - Parks Division (CSD-Parks) continues to re-design and innovate the CIP program to focus on its core tasks - to better align with the yearly budget process, and to provide prioritized project selections to the Board for review and recommendations. This is the third year which the CIP process improvements goals are being implemented.

Staff streamlined the document for FY 25-26, including the use of a master FY 25-26 CIP Overview table that provides a summary of the County's programs from all three departments within a single document. This table includes the following categories:

- GS, CSD-Parks, and PW Deferred Maintenance Programs, consisting of project categories that utilize the 18% Maintenance funds.
- GS yearly, recurring programs, including ADA Accessibility, Countywide Security improvements, Energy Reduction & Efficiency, and Countywide Roof Replacement programs.
- GS CIP projects in development, which consist of some of our multi-year, larger volume projects such as the Public Safety Radio Network (PSRN) program, Probation HQ, SB Main Jail Renovation, the Northern Branch Jail expansion project and the Bridge House Utility Extensions.
- CSD-Parks & GS General Fund projects, noted in priority order for funding consideration by the Board (See Program Table in Section 3.0).
- Public Works Flood Control and Water Resources, Transportation, Resource Recovery and Waste Management, and Laguna County Sanitary District program projects noted in priority order.
- CSD-Parks CIP projects and programs in priority order.
- Countywide Legislative Program projects.
- Countywide energy efficiency projects including EV Charging Station projects.

As part of the Capital Improvement Program, an Annual Five-Year Capital Improvement Plan is developed over a 12-month cycle, starting in August of the current fiscal year and extending into September of the following fiscal year. For a description of the cycle see Attachment B, 12-Month Capital Improvement Program Cycle.

To implement a more efficient CIP process, General Services used tools and resources such as Teams for more frequent, collaborative communication; SharePoint for multi-user file sharing, editing and document control; Microsoft Excel for formatted forms and tables; and Smartsheet for automated communication and data collection.

One-Time Discretionary Funds

This year, a total of 98 capital project nominations were accepted, of which 60 were from prior years and 38 were new submissions as part of this year’s solicitation process. Capital project nominations are submitted by County departments and consist of improvements to facilities and infrastructure maintained by General Services. The new project nominations were evaluated by this year’s steering committee represented by staff from Community Services Housing and Parks Divisions, Public Works Transportation, and General Services Facilities Maintenance and Energy Divisions. The list of the scored and ranked projects was presented to the Assistant CEO of Municipal Service Departments for review and recommendation.

In addition, Public Works and the Community Services-Parks Division recommended transportation or park improvement projects to be considered for the available one-time discretionary funding. The capital projects recommended to be received by the Board are identified as those requesting one-time discretionary funding.

The table below represents projects recommended for one-time discretionary funding for FY 2025-26 based on their ranking order; on anticipated available funding; and additional County priority considerations (as applicable). This year, a fixed percentage of the anticipated \$10,000,000 available General Funds was distributed between General Services, Public Works and the Community Services – Parks Division. The table also reflects the County Arts Fund based on County Code Chapter 7A-3, which is an aggregate amount of 1% of the Annual Capital Budget with an initial cap of \$200,000 to be adjusted annually to reflect the California Consumer Price Index for All Urban Consumers.

Table 1: Recommended One-Time Discretionary Funding FY 2025-26			
Priority	Project	Recommended Funding	Supervisorial District
Policy	Arts Fund (1% of Annual Capital Budget, Cap \$200,000)	\$200,000	1-5
I Imperative	Calle Real Water Loop Phase III	\$1,500,000	2
	Clark Ave Parking/Hardscape Improvements	\$1,235,000	4
	Sheriff Annex Temporary Relocation	\$1,000,000	2
	Lompoc Animal Shelter Improvement Project	\$646,000	3
	District Attorney's Office Building Weatherization Phase II (Santa Barbara Office)	\$400,000	1
	SB Schwartz Building Roof Replacement	\$395,000	1
	Clark Avenue Circulation Improvements	\$250,000	4
	SB Road Yard Restroom ADA Remodel	\$229,000	2
	District Attorney's Office Security System Improvements (Santa Maria Juvenile Office)	\$200,000	4
	Relocate Carpinteria Health Care Center -Site Assessment and Programming	\$150,000	1
II Essential	Santa Barbara Courthouse Roof Replacement Phase 3 B	\$1,000,000	1
	Parks 5 Year Repaving/Restriping Maintenance Program (Goleta Beach 2023 Storm)	\$985,000	2
	Vandenberg Village Park (Phase 1: Chaparral Mitigation & Natural Trail Loop)	\$426,000	4
	Fire Station 51 HVAC System Replacement	\$250,000	4
	Public Defender's Office Lompoc Office Remodel	\$235,000	3
III Important	SB Admin Building Controls Replacement and BEMS Infrastructure	\$525,000	1
	Santa Maria Court Campus Bldgs. C & D BEMS Replacement	\$235,000	5
	Recreation Master Plan Project Reserve	\$74,000	1-5
	Santa Maria BWell Building HVAC Controls Upgrade + BEMS Infrastructure	\$65,000	4
	Total	\$10,000,000	

Project submissions are evaluated based on the following ten criteria:

- Critical Need and Threats to Health and Safety
- Legal Mandates
- Project Funding (Department has leverage funds)
- Maintains Services and Operations and Reduces Costs
- Maintenance and Repairs
- Saves Energy/Water
- Consistency with County Plans, Goals and Priorities
- Readiness
- Prior Year Funding
- Department Priority

The evaluation criteria align with being able to identify projects consistent with the priorities established by the Government Finance Officers Association (GFOA) and adopted by the Board as budget development policy #7. For a description of these priority levels see Attachment C Board Adopted Policy on Prioritizing Capital Projects.

Five Year CIP Recurring Programs and Project Plan

The table below presents the Five-Year CIP Recurring Programs and Project Plan for General Services, PW, and CSD – Parks. The FY 2025-26 through FY 2029-30 Recommended Plan includes primarily projects and programs that are recurring and have identified planned projects over the period. Recurring deferred capital and maintenance and capital program projects (ADA, security, energy efficiency, road improvement, park improvement etc.) are established on an annual basis. Projects within these categories are then prioritized based on areas of highest need. Highest need is guided by referencing the County’s ADA Transition Plan, security assessment Reports, Pavement Condition Index data or energy usage or cost savings data. Larger facility and other improvement projects are non-recurring and often require multiple fiscal years to fund and complete. Final appropriated FY 2025-26 funds are subject to approval during Budget Hearings in June and thereafter implemented during the fiscal year beginning on July 1, 2025.

Table 2: Five-Year CIP Recurring Programs and Project Plan (In \$ Millions)							
Department / Program	FY 2024-25 Carry Forward	FY 2025-26 Plan	FY 2026-27 Plan	FY 2027-28 Plan	FY 2028-29 Plan	FY 2029-30 Plan	5-Year Planned Total
General Services							
Recurring/Yearly Programs (18% Maintenance Funding) ¹	\$0.60	\$6.40 ²	\$6.53	\$6.66	\$6.79	\$6.93	\$33.91
Recurring/Yearly Projects (General Fund)	\$1.10	\$1.80	\$1.80	\$1.80	\$1.80	\$1.80	\$10.10
Facility Improvements - General Fund	\$10.02	\$6.83	Determined Annually	Determined Annually	Determined Annually	Determined Annually	\$16.85
Facility Improvements - Other Funding	\$54.35	\$1.75	Determined Annually	Determined Annually	Determined Annually	Determined Annually	\$56.10
Total GS	\$66.07	\$16.78	\$8.33	\$8.46	\$8.59	\$8.73	\$116.96
Public Works							
Pavement, Hardscape, and Bridge Rehabilitation	\$0.396	\$5.67	\$1.74	\$0.90	\$0.90	\$0.90	\$10.51
Bridge and Low Water Crossing Replacement	\$0.360	\$17.31	\$41.62	\$28.47	\$1.16	\$0.90	\$89.82
Traffic & Safety Improvements	\$0.329	\$7.44	\$7.32	\$0.83	\$0.83	\$0.83	\$17.58
Culverts & Drainage Structures	\$0.050	\$0.70	\$0.70	\$0.70	\$0.70	\$0.70	\$3.55
Capital Equipment	\$0.000	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$5.00
Active Transportation Program	\$2.797	\$12.20	\$4.03	\$7.51	\$1.20	\$1.20	\$28.93
Road Improvement Program	\$11.088	\$23.39	\$18.95	\$23.38	\$15.47	\$15.57	\$107.83
Water Resources Division and Flood Control District	\$1.18	\$4.39	\$18.88	\$10.90	\$13.70	\$2.58	\$51.63
Laguna County Sanitation District	\$4.01	\$7.15	\$5.36	\$8.67	\$5.01	\$1.36	\$31.54
Resource Recovery & Waste Mgmt	\$0.00	\$18.93	\$6.95	\$4.12	\$6.84	\$3.80	\$40.63
Total PW	\$20.20	\$98.17	\$106.53	\$86.47	\$46.81	\$28.84	\$387.01
Community Services - Parks							
Parks Yearly 18% Maintenance Funding ¹	\$0.00	\$0.00 ³	\$2.50	\$2.55	\$2.60	\$2.65	\$10.29
Parks Yearly Maintenance Projects (General Fund)	\$0.00	\$0.00 ³	\$0.50	\$0.50	\$0.50	\$0.50	\$2.00
Park Yearly Equipment Projects	\$0.38	\$0.58	\$0.20	\$0.20	\$0.20	\$0.20	\$1.75
Park Facility and Site Improvements	\$0.00	\$5.86	\$11.59	\$5.08	\$7.03	\$17.78	\$47.34
Park Renewable Energy	\$0.00	\$0.00	\$2.47	\$0.00	\$0.00	\$3.42	\$5.89
Park Trails	\$0.20	\$0.38	\$1.88	\$2.05	\$2.61	\$3.95	\$11.05
Community Plan Parks and Open Spaces	\$0.00	\$6.78	\$5.74	\$2.61	\$0.99	\$9.53	\$25.65
Recreation Master Plan - Project Reserve	\$0.00	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
Park Facility Improvements (Deferred from previous years)	\$0.00	\$1.49	\$0.00	\$0.00	\$0.00	\$0.00	\$1.49
Park Pavement Improvements (Deferred from previous years)	\$0.00	\$1.49	\$0.00	\$0.00	\$0.00	\$0.00	\$1.49
Total CSD - Parks	\$0.57	\$16.64	\$24.88	\$12.98	\$13.91	\$38.02	\$107.01
Grand Total	\$86.84	\$131.60⁴	\$139.73	\$107.91	\$69.31	\$75.59	\$610.99⁵

¹Recurring/Yearly Programs funding plan in future years includes a 2% escalation

²The FY2025-26 cost excludes \$432K allocation for three Deferred Maintenance staff that are funded by 18% Maintenance Funding. The cost of these staff is also excluded from future years.

³The FY2025-26 cost is included in Park Facility and Site Improvements, Park Facility Improvements (Deferred from previous years), and Park Pavement Improvements (Deferred from previous years) FY2025-26 values

⁴This amount represents \$109.74 million which is in the proposed budget for FY 2025-26 and a potential for an additional \$21.86 million, should additional outside funding become available. Final appropriated funds are determined in the Budget document implemented on July 1, 2025.

⁵This total represents \$453.36 million with funding identified or planned and \$157.63 million where funding is not currently identified

Deferred Maintenance

In accordance with County Budget Development Policy, 18% of unallocated discretionary General Fund revenues (18% Deferred Maintenance allocation) are committed annually to the Public Works, General Services and Community Services Departments to address deferred maintenance. Although this revenue typically increases every year, it has not been sufficient to address all deferred maintenance. The table below identifies the current backlog of deferred maintenance for buildings, transportation infrastructure, and parks facilities.

Table 3: Deferred Maintenance Backlog (In \$ Millions)	
Department / Asset	FY2024-25 Backlog
General Services	
Deferred Maintenance (including pavement)	\$170.29
Total GS	\$170.29
Public Works - Transportation	
Bridges	\$56.40
Drainage	\$57.80
Hardscape & Urban Forest	\$53.80
Pavement	\$152.00
Traffic	\$9.30
Total PW - Transportation	\$329.30
Community Services -Parks	
Park Facility Improvements	\$45.36
Park Pavement Improvements	\$27.50
Total CSD - Parks	\$72.86
Grand Total	\$572.45

New Projects and Programs:

Each year, GS, CSD-Parks, and PW present multi-year, complex projects to the Board. Many of these projects have been noted in previous CIPs due to their complex scopes and multiple funding sources. The CIP also includes departmental programs, which address funding needs to manage deferred maintenance. There are no new departmental funded programs being considered for FY 25-26.

FY 2025-26 through FY 2029-30 CIP Plan:

There are in excess of 400 Countywide facilities, 70 parks and transportation, flood control and waste management infrastructure that support a wide range of County operations, spanning from first responders, mental health services, administration functions, to public health, transportation, recreation, law enforcement services, and community health and safety. Each year GS, PW, and CSD-Parks staff, in conjunction with staff from multiple other departments, identify critical repair, rehab, maintenance, and in some cases, replacement for these facilities. These are core services of the County and are crucial to deliver customer focused services to the community. A well-structured and progressive CIP program that utilizes conditional data, experience, and commitment of a dedicated staff is a cornerstone to maintaining our facilities and infrastructure. The ongoing, yearly investment outlined in the FY 2025-26 through FY 2029-30 CIP provides the vision and guidance for funding current and future projects that keeps our community and staff healthy and safe.

Fiscal and Facilities Impacts:

There are no fiscal or facility impacts resulting from the recommended actions requested at this time. Total available discretionary funding will be determined during annual budget hearings.

Special Instructions:

Please return a Minute Order copy via email to DiEstorga@countyofsb.org.

Attachments:

Attachment A – FY 2025-26 through FY 2029-30 Capital Improvement Program

Attachment B - 12-Month Capital Improvement Program Cycle

Attachment C - Board Adopted Policy on Prioritizing Capital Projects

Authored by:

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