

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



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

**Agenda Number:**  
**Prepared on:** 1/20/05  
**Department Name:** General Services / Public Work  
**Department No.:** 063 & 054  
**Agenda Date:** 2/1/05  
**Placement:** Departmental  
**Estimate Time:** 90 Minutes  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Ronald S. Cortez, Director, General Services  
Phillip M. Demery, Director Public Works

**STAFF** Jennifer Slayman, Project Manager, General Services x2606  
**CONTACT:** John McInnes, Project Manager, Public Works x3552

**SUBJECT:** Departmental Operations Presentation

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## **Recommendation(s):**

That the Board of Supervisors: receive a presentation on Departmental Operations (Est. Time: 60 minutes staff; 90 minutes total)

## **Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with Goal No. 1, An Efficient Government Able to Anticipate and Respond Effectively to the Needs of the Community.

## **Executive Summary and Discussion:**

During budget adoption last June, the Board requested that each department make a presentation that provides an overview of its respective operations, budget, process improvements, management metrics (i.e., lost time, spans of control, overtime, etc.), management tools and other operational concerns.

The General Services and Public Works departments have collaborated to make the first departmental operation presentation.

## **Mandates and Service Levels:**

No change in programs or service level.

## **Fiscal and Facilities Impacts:**

None with this action.

**Special Instructions:**

None

**Concurrence:**