



**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

Department Name: General Services
Department No.: 063
For Agenda Of: May 14, 2024
Placement: Departmental
Estimated Tme: 35 Minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Kirk Lagerquist, Director General Services, 805-560-1011
Director(s)
Contact Info: Patrick Zuroske, Asst. Director General Services, 805-568-3096
SUBJECT: Five Year Capital Improvement Program, FY 2024-25 through FY 2028-29; All Districts

DocuSigned by:
Kirk Lagerquist
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County Counsel Concurrence
As to form: Yes

Auditor-Controller Concurrence
As to form: N/A

Recommended Actions:

It is recommended that the Board of Supervisors:

- a) Receive and file the detailed Five-Year Capital Improvement Program, FY 2024-25 through FY 2028-29;
- 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 Code 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 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 2024-25 through FY 2028-29 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 second year which the CIP process improvements goals are being implemented.

Staff streamlined the document for FY 24-25, including the use of a master FY 24-25 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 Funds 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 additional EV Charging Station projects.

Additional CIP process upgrades implemented this year include the use of a digital platform that allows all departments to directly enter "facility-related" project nominations into the database, with our partners in PW and CSD-Parks having the option to enter and manage their programs in priority order.

A five-member Steering Committee was formulated with County Staff from various departments who utilize the CIP process. The Committee was formed with the intent of creating an equitable and unbiased selection process for unfunded project recommendations. Committee membership will rotate each CIP cycle. This cycle, members were from Community Services–Parks, Public Works, Information and Technology Department and General Services. The Steering Committee independently scored and ranked the proposed facility-related project nominations.

The CIP Project nomination solicitation began in August 2023 with a memo emailed to Department Representatives. The memo explains the CIP solicitation process, the submittal process and includes specific instructions on qualifying CIP project submissions. Following the memo a series of automated Smartsheet emails were sent to the Department Representatives establishing the communications pathway for the Departmental Submissions which were due September 30, 2023. The project nominations were received in Smartsheet, machine read and sorted for the next step in the process which includes assembly of the facility related type project tables for the Steering Committee’s review.

Once the nominations were prioritized and categorized, staff proposed projects based on identified priorities and available funding. The selected projects were reviewed by the County Executive Office and presented to the Board during the Budget Workshops in April 2024.

The table below represents the FY 24-25 Special Issue Projects with one time funding selected through the submission process.

Priority	Project	Recommended Funding
I – Imperative	SB Courthouse Roof Replacement, Phase 3A	\$2,450,000
	SB Veterans Hall : Additional Funds for Structural Improvements	\$750,000
	Calle Real Water Loop Phase 2	\$700,000
	Northern Branch Jail Additional Pod Design	\$2,000,000
II – Essential	SB DA Building Weatherization Project	\$450,000
	BWell Calle Real Headquarters Facility Design	\$1,140,000
	CSD – Parks Goleta Beach Parking Lot Repaving	\$1,000,000
	SB Admin Building Basement HVAC Phase 2	\$360,000
	Public Health Bldg. 3 Replace Air Handlers	\$315,000
	SM Pub Def Fire/Smoke Alarm System	\$145,000
	Surf Beach Parking Lot Fence Replacement	\$125,000
III – Important	Pub Def SB Courthouse Office Design / Tenant Improvements	\$150,000
	OEM North County Emergency Operations Center	\$100,000
	Sub-Total	\$9,685,000
	Additional GF for Transportation 2024 Storm Repairs	\$3,000,000
	Total	\$12,685,000

Facility Improvements (Deferred from previous years - Other funding)	\$17.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17.36
TOTAL GS	\$40.48	\$17.32	\$8.77	\$8.91	\$9.05	\$9.20	\$93.73
<u>PUBLIC WORKS DEPARTMENT</u>							
Pavement, Hardscape, and Bridge Rehabilitation	\$14.42	\$21.69	\$17.06	\$16.36	\$16.49	\$16.63	\$102.64
Bridge and Low Water Crossing Replacement	\$3.25	\$5.66	\$23.86	\$22.23	\$2.35	\$0.00	\$57.34
Traffic & Safety Improvements	\$0.80	\$2.50	\$2.12	\$0.80	\$0.80	\$0.80	\$7.82
Culverts & Drainage Structures	\$1.50	\$0.60	\$0.60	\$0.60	\$0.60	\$0.60	\$4.50
Capital Equipment	\$1.70	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$6.70
Active Transportation Program	\$1.97	\$12.46	\$1.00	\$1.00	\$1.00	\$1.00	\$18.43
Road Improvement Program	\$11.77	\$14.37	\$4.79	\$12.06	\$0.20	\$0.20	\$43.38
Water Resources Division and Flood Control District	\$9.36	\$15.27	\$12.28	\$21.04	\$6.19	\$4.00	\$68.14
Laguna County Sanitation District	\$11.56	\$8.25	\$2.37	\$5.36	\$5.67	\$9.01	\$42.20
Resource Recovery & Waste Mgmt	\$13.60	\$17.09	\$7.79	\$4.63	\$1.77	\$5.05	\$49.92
TOTAL PW	\$69.92	\$98.88	\$72.87	\$85.08	\$36.07	\$38.28	\$401.08
<u>COMMUNITY SERVICES DEPARTMENT - PARKS</u>							
Parks Recurring/Yearly 18% Maintenance Funding ^{1&3}	\$0.00	\$0.84	\$2.50	\$2.55	\$2.60	\$2.65	\$11.13
Parks Recurring/Yearly Maintenance Projects (General Fund)	\$0.00	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50	\$2.50
Park Recurring/Yearly Equipment Projects	\$0.00	\$0.33	\$0.20	\$0.20	\$0.20	\$0.20	\$1.13
Park Facility and Site Improvements	\$29.05	\$5.20	\$10.43	\$4.41	\$6.39	\$12.58	\$68.05
Park Renewable Energy	\$0.02	\$2.35	\$0.00	\$0.00	\$0.00	\$3.25	\$5.63
Park Trails	\$1.05	\$0.38	\$1.88	\$2.05	\$2.60	\$3.74	\$11.69
Community Plan Parks and Open Spaces	\$4.90	\$1.65	\$9.36	\$3.69	\$0.83	\$7.93	\$28.36
Park Facility Improvements (Deferred from previous years)	\$42.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42.79
Park Pavement Improvements (Deferred from previous years)	\$22.89	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.89
TOTAL CSD - PARKS	\$100.70	\$12.25	\$24.87	\$13.39	\$13.11	\$30.85	\$181.54
GRAND TOTAL	\$211.10	\$128.45	\$106.50	\$107.37	\$58.23	\$78.33	\$676.35

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

²Facility Improvements Allocation is determined annually and does not represent specific projects

³Remainder of anticipated unallocated FY 2024-2025 maintenance funding

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

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CIP also includes departmental programs, which address funding needs to manage deferred maintenance. There are no new departmental funded programs being considered for FY 24-25.

Key Risk Factors:

FY 2024-25 through FY 2028-29 CIP Plan: There are in excess of 400 Countywide facilities that support a wide range of County operations, spanning from first responders, mental health services, administration functions, to public health, transportation, recreation and law enforcement services. 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 2024-25 through FY 2028-29 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.

Special Instructions:

Please return a Minute Order to John Green, General Services at 912 W. Foster Road, Santa Maria and email a copy to jlgreen@countyofsb.org.

Attachments:

- 1) FY 2024-25 through FY 2028-29 Capital Improvement Program

Authored by:

John Green, Capital Division Chief, General Services (805-934-6229)