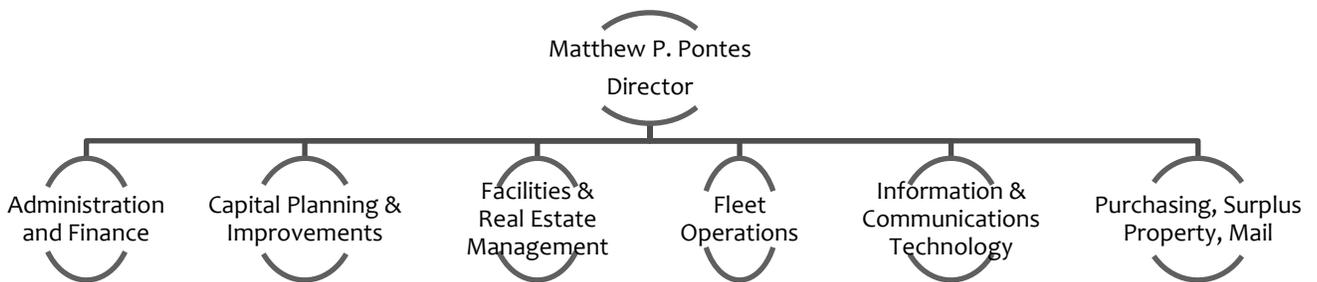


General Services



BUDGET & FULL-TIME EQUIVALENTS SUMMARY & BUDGET PROGRAMS CHART

Operating	\$ 46,642,093
Capital	\$ 15,420,307
FTEs	120.0



General Services

Department

MISSION STATEMENT

General Services provides a full range of services, guidance, and expertise that enables County government to deliver public services effectively.

DEPARTMENT DESCRIPTION

The General Services Department delivers an array of support services to the other County departments. The Department's vision is to provide excellent customer service and exceptional value in supporting the delivery of County services. These are the keystones to the Department's business culture. These services include the following:

Administration and Finance

Administration and Finance Services provides financial and administrative services within the Department.

Capital Planning and Improvements

Capital Planning and Improvements provides full service planning, design, and construction of new County facilities, including remodels and related projects for all County departments.

Facilities & Real Estate Management

Facilities & Land Management promotes a safe and healthy environment for County employees and visitors.

Fleet Operations

Fleet Operations meets all of the transportation needs of County departments by procuring, maintaining and disposing of all light, medium and heavy duty vehicles and equipment.

Information & Communications Technology

Information & Communications Technology enables County departments to provide effective services to citizens through innovative technology solutions.

Purchasing, Surplus Property, Mail

Purchasing provides centralized procurement and disposal of County commodities and supplies.

HIGHLIGHTS OF 2016-18 OBJECTIVES

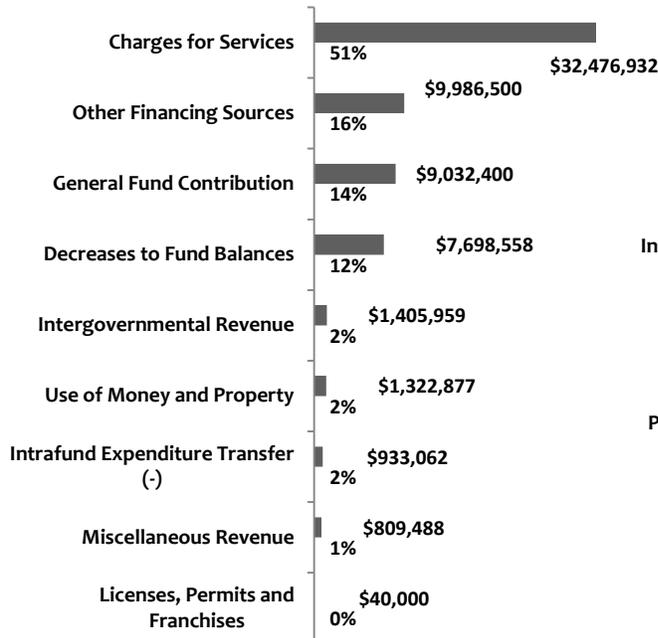
- Continue to meet all State and County milestones for the Northern Branch Jail (AB900) facility.
- Integrate facility condition consultant reports into deferred maintenance and capital project planning.
- Implement the Countywide IT strategic plan update establishing information technology governance.
- Complete a five year Countywide strategic plan for the public safety microwave radio communication network.
- Finish the North County Crisis Stabilization Unit for Behavioral Wellness.
- Accomplish the rehabilitation and renovations at the Isla Vista Community Center by upgrade to existing restroom facilities, interior painting, flooring, upgrades to address ADA compliance issues, installation of additional windows and doors, and installation of audio-visual equipment.
- Finalize New Cuyama Community Pool reconstruction. In 2012, the community pool complex failed due to liquefying soils conditions.

General Services

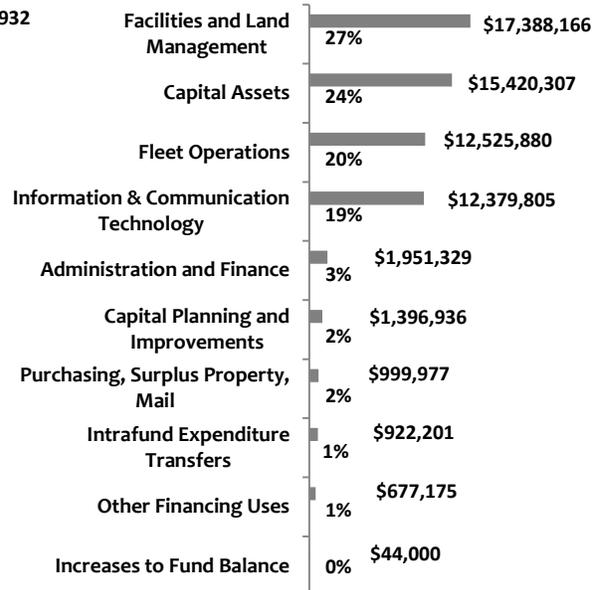
Department

RECOMMENDED SOURCES & USES OF FUNDS

Source of Funds - \$63,705,776

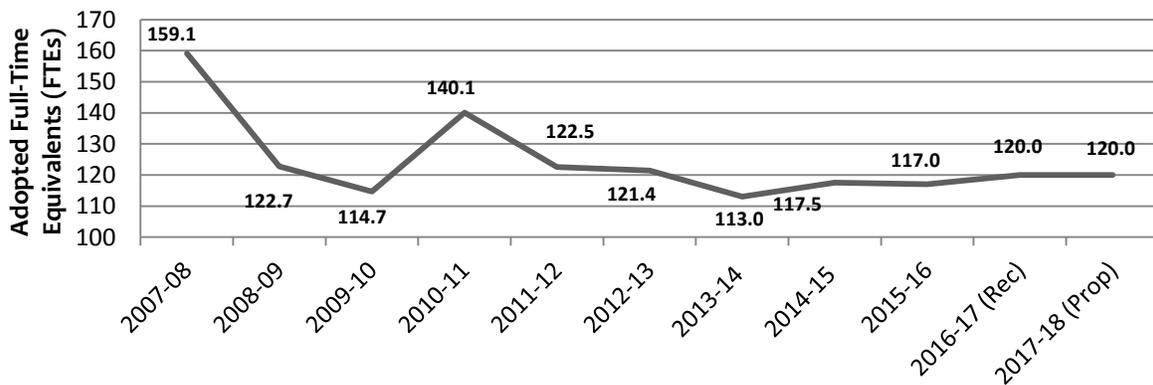


Use of Funds - \$63,705,776



STAFFING TREND

The staffing trend values will differ from prior year budget books in order to show amounts without the impact of any vacancy factors.



General Services

Department

BUDGET OVERVIEW

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Administration and Finance	9.41	12.00	(1.00)	11.00	11.00
Capital Planning and Improvements	6.73	8.00	-	8.00	8.00
Facilities and Real Estate Management	37.84	36.80	1.00	37.80	37.80
Fleet Operations	19.75	21.20	-	21.20	21.20
Information and Communications Technolo	31.72	34.00	-	34.00	34.00
Purchasing, Surplus and Mail	7.33	8.00	-	8.00	8.00
Unallocated	1.00	-	-	-	-
Total	113.77	120.00	-	120.00	120.00
Budget By Budget Program					
Administration and Finance	\$ 1,762,503	\$ 2,072,578	\$ (121,249)	\$ 1,951,329	\$ 2,009,868
Capital Planning and Improvements	1,280,993	1,240,751	156,185	1,396,936	1,460,943
Facilities and Real Estate Management	15,111,504	16,505,508	882,658	17,388,166	16,296,553
Fleet Operations	9,815,749	12,303,000	222,880	12,525,880	12,855,297
Information and Communications Technolo	9,788,112	11,263,207	1,116,598	12,379,805	12,744,861
Purchasing, Surplus and Mail	848,987	1,048,247	(48,270)	999,977	1,072,558
Total	\$ 38,607,847	\$ 44,433,291	\$ 2,208,802	\$ 46,642,093	\$ 46,440,080
Budget By Categories of Expenditures					
Salaries and Employee Benefits	\$ 13,491,604	\$ 15,891,194	\$ 666,336	\$ 16,557,530	\$ 17,234,277
Services and Supplies	17,746,651	20,541,118	837,199	21,378,317	20,228,946
Other Charges	7,369,592	8,000,979	705,267	8,706,246	8,976,857
Total Operating Expenditures	38,607,847	44,433,291	2,208,802	46,642,093	46,440,080
Capital Assets	12,000,420	10,966,666	4,453,641	15,420,307	8,451,844
Other Financing Uses	2,588,448	673,012	4,163	677,175	694,853
Intrafund Expenditure Transfers (+)	1,228,651	1,054,060	(131,859)	922,201	949,844
Increases to Fund Balances	2,641,405	41,500	2,500	44,000	45,320
Fund Balance Impact (+)	1,751,508	-	-	-	64,464
Total	\$ 58,818,279	\$ 57,168,529	\$ 6,537,247	\$ 63,705,776	\$ 56,646,405
Budget By Categories of Revenues					
Licenses, Permits and Franchises	\$ 38,214	\$ 48,000	\$ (8,000)	\$ 40,000	\$ 41,200
Use of Money and Property	1,191,141	1,110,695	212,182	1,322,877	1,362,644
Intergovernmental Revenue	112,230	216,948	1,189,011	1,405,959	130,810
Charges for Services	28,238,623	30,837,793	1,639,139	32,476,932	33,338,914
Miscellaneous Revenue	2,807,507	1,423,507	(614,019)	809,488	844,159
Total Operating Revenues	32,387,716	33,636,943	2,418,313	36,055,256	35,717,727
Other Financing Sources	4,633,788	6,235,000	3,751,500	9,986,500	3,590,000
Intrafund Expenditure Transfers (-)	1,231,493	1,070,756	(137,694)	933,062	961,053
Decreases to Fund Balances	11,628,568	7,253,785	444,773	7,698,558	6,689,978
General Fund Contribution	8,612,200	8,972,045	60,355	9,032,400	9,115,900
Fund Balance Impact (-)	324,514	-	-	-	571,747
Total	\$ 58,818,279	\$ 57,168,529	\$ 6,537,247	\$ 63,705,776	\$ 56,646,405

General Services

Department

CHANGES & OPERATIONAL IMPACT: 2015-16 ADOPTED TO 2016-17 RECOMMENDED

Staffing

- There are no changes to staffing.

Expenditures

- Net operating expenditure increase of \$2,209,000 due to:
 - \$666,000 increase in Salaries and Employee Benefits primarily due to negotiated labor agreements, and an add in IT for 2 network security positions and a Radio Systems Engineer in Communications.
 - \$705,000 increase in Other Charges primarily reflects increases in depreciation due to the replacement of fully depreciated assets.
 - \$837,000 increase in Services and Supplies primarily due to increasing deferred maintenance projects.
- Net non-operating expenditure increase of \$4,329,000 due to:
 - \$4,454,000 increase in Capital Assets reflects progress that will take place on the Fire Station 41 New Cuyama Replacement project.
 - \$4,000 increase in Other Financing Uses.
 - \$3,000 increase to "Increases to Fund Balances".
 - -\$132,000 decrease in Intrafund Expenditure Transfers (+) reflects decreases in the pool of costs for administrative allocation.

These changes result in Recommended operating expenditures of \$46,642,000, non-operating expenditures of \$17,063,000, resulting in total expenditures of \$63,706,000. Non-operating expenditures primarily include capital assets, transfers, and increases to fund balances.

General Services

Department

CHANGES & OPERATIONAL IMPACT: 2015-16 ADOPTED TO 2016-17 RECOMMENDED (CONT'D)

Revenues

- Net operating revenue decrease of \$2,418,000 due to:
 - \$1,639,000 increase in Charges for Services primarily due to increases in Assigned Vehicle Charges driven by the replacement of fully depreciated vehicles.
 - \$1,189,000 increase in Intergovernmental Revenue reflects federal receipt of funding for capital improvements at the Santa Ynez Airport.
 - \$212,000 increase in Use of Money and Property reflects increases for rental of buildings.
 - -\$614,000 decrease in Miscellaneous Revenue reflects the decrease of insurance proceeds for the New Cuyama Pool project and the completion of the SCE grant reimbursements.
 - -\$8,000 decrease in Licenses, Permits and Franchises reflects decreases for oil and gas franchises.

- Net non-operating revenue increase of \$4,119,000 due to:
 - \$3,752,000 increase in Other Financing Sources primarily reflects increased transfers in from Fire for the Fire Station 41 New Cuyama Replacement project.
 - \$60,000 increase in General Fund Contribution (GFC) to partially offset increases in Salaries and Employee Benefits.
 - \$445,000 increase to Fund Balances primarily reflects an increase in the Maintenance Policy 18% funding.
 - -\$138,000 decrease in Intrafund Expenditure Transfers (-) reflects decreases in the pool of costs for administrative allocation.

These changes result in Recommended operating revenues of \$36,055,000, non-operating revenues of \$27,651,000 resulting in total revenues of \$63,706,000. Non-operating revenues primarily include General Fund Contribution, transfers, and decreases to fund balances.

General Services

Department

CHANGES & OPERATIONAL IMPACT: 2016-17 RECOMMENDED TO 2017-18 PROPOSED

There is no change budgeted for staffing in FY 2017-18. It is anticipated that operating expenditures will decrease by \$202,000 and operating revenues will decrease by \$337,000. **With the exclusion of Internal Service Funds, there is a budget gap of \$555,000 in FY 2017-18, to maintain FY 2016-17 levels of service.** An additional source of funding would need to be identified to prevent the need for service level reductions.

RELATED LINKS

For more information on the General Services' Office, refer to the Web site at <http://www.countyofsb.org/gs>.

General Services

Department

PERFORMANCE MEASURES

Description	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated Actual	FY 2016-17 Recommend	FY 2017-18 Proposed
Administration and Finance					
Percentage of customers who are satisfied or highly satisfied with services provided by the Department.	n/a	n/a	92% 506/550	92% 506/550	92% 506/550
Percent of Departmental Employee Performance Reviews (EPR's) Completed by the due date.	n/a	n/a	85% 102/120	100% 120/120	100% 120/120
Capital Planning and Improvements					
Percentage of projects that are completed within expected time estimates and according to project customer expectations.	n/a	n/a	n/a	90% 45/50	90% 45/50
Facilities and Real Estate Management					
Percentage of customers who rate facility repair services as satisfactory or better for completed work orders.	n/a	n/a	n/a	90% 4500/5000	90% 4500/5000
Percentage of customers who rate real property services as satisfactory or better for large and complex completed transactions.	n/a	n/a	n/a	90% 27/30	90% 27/30
Fleet Operations					
Assigned Fleet Availability	97.67% Weighted Avg	97.67% Weighted Avg	97.67% Weighted Avg	97.67% Weighted Avg	97.67% Weighted Avg

General Services

Department

PERFORMANCE MEASURES (CONT'D)

Description	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated Actual	FY 2016-17 Recommend	FY 2017-18 Proposed
Information and Communications Technology					
Percentage of responses to Customer Satisfaction Survey rating the ICT Operations Center incident handling process as "Satisfactory" or better. Annual estimated total incidents is 737.	n/a	n/a	90% 60/66	90% 60/66	90% 60/66
Percentage of uptime for Countyofsb.org website	99.15%	99.61%	99.6% 523k/525k minutes	99.9% 525k/525.6k minutes	99.9% 525k/525.6k minutes
Percentage of Countywide telephone system service repair calls resolved within one business day.	100% 754/754	99% 737/743	90% 382/425	95% 403/425	95% 403/425
Purchasing, Surplus Property, Mail					
Percentage of dollars spent annually with County of Santa Barbara local vendors for County services and supplies .	61% \$96M/\$157M	62% \$106M/\$171M	62% \$106M/\$171M	60% \$103M/\$171M	60% \$103M/\$171M
Percentage of formal bids awarded within 60 days of requisition receipt for purchases in excess of \$25,000.	94% 31/33	100% 30/30	100% 26/26	100% 30/30	100% 30/30

General Services

Program

ADMINISTRATION AND FINANCE

Administration and Finance Services provides financial and administrative services within the Department, including accounting, budgeting, financial reporting, accounts payable, accounts receivable, grant management, human resources support and payroll operations.

Staffing

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
DIRECTOR	1.00	1.00	-	1.00	1.00
ASST DIRECTOR	2.00	3.00	(1.00)	2.00	2.00
EDP SYS & PROG ANLST SR	1.00	1.00	-	1.00	1.00
ADMN OFFICE PRO	0.01	1.00	(1.00)	-	-
FINANCIAL OFFICE PRO	0.15	-	1.00	1.00	1.00
COST ANALYST	0.35	1.00	-	1.00	1.00
BUSINESS MANAGER	1.00	1.00	-	1.00	1.00
ACCOUNTANT	0.77	1.00	-	1.00	1.00
COMPUTER SYSTEMS SPEC	1.00	1.00	-	1.00	1.00
EXECUTIVE SECRETARY	1.00	1.00	-	1.00	1.00
ADMN OFFICE PRO SR	0.07	-	-	-	-
FINANCIAL OFFICE PRO SR	0.85	1.00	-	1.00	1.00
EXTRA HELP	0.22	-	-	-	-
Total	9.41	12.00	(1.00)	11.00	11.00

General Services

Program

ADMINISTRATION AND FINANCE (CONT'D)

Revenue & Expenditures

Budget By Categories of Expenditures	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Salaries and Employee Benefits	\$ 1,476,661	\$ 1,869,792	\$ (147,666)	\$ 1,722,126	\$ 1,773,789
Services and Supplies	190,739	101,620	14,730	116,350	119,840
Other Charges	95,102	101,166	11,687	112,853	116,239
Total Operating Expenditures	1,762,503	2,072,578	(121,249)	1,951,329	2,009,868
Other Financing Uses	131,201	-	-	-	-
Total Expenditures	\$ 1,893,704	\$ 2,072,578	\$ (121,249)	\$ 1,951,329	\$ 2,009,868
Budget By Categories of Revenues					
Charges for Services	919,354	1,122,708	(92,841)	1,029,867	1,060,763
Miscellaneous Revenue	1,101	-	-	-	-
Total Operating Revenues	920,455	1,122,708	(92,841)	1,029,867	1,060,763
Intrafund Expenditure Transfers (-)	831,122	1,054,060	(132,598)	921,462	949,105
Decreases to Fund Balances	228,750	389,417	(389,417)	-	-
General Fund Contribution	(30,100)	196,445	(196,445)	-	-
Total Revenues	\$ 1,950,227	\$ 2,762,630	\$ (811,301)	\$ 1,951,329	\$ 2,009,868

2015-16 Anticipated Accomplishments

- Manage the Northern Branch Jail executive oversight, financial operations and annual audits in a successful manner.
- Review the department's financial resources to ensure that expenditures are accurately recorded and reported in compliance with county, state and federal requirements.
- Ensure timely review and payment of accounts payables.
- Support timely departmental recruitments, submission of employee performance reports and human resource requirements.

2016-18 Objectives

- Manage the Northern Branch Jail executive oversight, financial operation and annual audits.
- Focus on strategic planning, team building, performance management, and succession planning to ensure that County and Departmental goals are achieved.
- Review all departmental accounting processes and procedures to ensure compliance with all county, state and federal requirements.

General Services

Program

CAPITAL PLANNING AND IMPROVEMENTS

Capital Planning and Improvements provides full service planning, design, and construction of new County facilities, including remodels and related projects for all County departments. Services include: feasibility and cost studies for proposed projects, architectural and operational programming, and assisting with development of the County's Capital Improvement Plan. Capital Improvements also includes the Office of the County Architect which provides services related to space planning and utilization in addition to management of historical projects.

Staffing

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
PROJECT MANAGER	2.00	3.00	-	3.00	3.00
ARCHITECT	1.00	1.00	-	1.00	1.00
FINANCIAL OFFICE PRO	0.15	-	-	-	-
PURCHASING MANAGER	1.00	1.00	-	1.00	1.00
FINANCIAL OFFICE PRO SR	0.85	1.00	-	1.00	1.00
CAPITAL PROJECTS COORD	0.73	2.00	-	2.00	2.00
ENGINEERING TECH	0.27	-	-	-	-
EXTRA HELP	0.27	-	-	-	-
CONTRACTOR	0.46	-	-	-	-
Total	6.73	8.00	-	8.00	8.00

General Services

Program

CAPITAL PLANNING AND IMPROVEMENTS (CONT'D)

Revenue & Expenditures

Budget By Categories of Expenditures	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Salaries and Employee Benefits	\$ 876,478	\$ 1,171,757	\$ 3,028	\$ 1,174,785	\$ 1,236,294
Services and Supplies	386,887	39,561	5,376	44,937	42,119
Other Charges	17,627	29,433	147,781	177,214	182,530
Total Operating Expenditures	1,280,993	1,240,751	156,185	1,396,936	1,460,943
Capital Assets	4,983,670	2,830,844	4,660,727	7,491,571	3,190,000
Other Financing Uses	1,491,509	-	-	-	-
Intrafund Expenditure Transfers (+)	534,622	165,344	(20,801)	144,543	148,879
Increases to Fund Balances	2,446,322	-	-	-	-
Total Expenditures	\$ 10,737,117	\$ 4,236,939	\$ 4,796,111	\$ 9,033,050	\$ 4,799,822
Budget By Categories of Revenues					
Use of Money and Property	12,842	-	-	-	-
Intergovernmental Revenue	(18,344)	86,761	1,199,760	1,286,521	5,400
Charges for Services	619,721	779,311	(98,811)	680,500	700,915
Miscellaneous Revenue	1,930,994	379,533	(379,533)	-	-
Total Operating Revenues	2,545,212	1,245,605	721,416	1,967,021	706,315
Other Financing Sources	3,212,354	2,183,000	3,937,000	6,120,000	3,190,000
Intrafund Expenditure Transfers (-)	397,529	-	-	-	-
Decreases to Fund Balances	5,847,786	1,455,000	(508,971)	946,029	435,493
General Fund Contribution	-	442,072	(442,072)	-	468,014
Total Revenues	\$ 12,002,882	\$ 5,325,677	\$ 3,707,373	\$ 9,033,050	\$ 4,799,822

2015-16 Anticipated Accomplishments

- Accomplished the Northern Branch Jail Project (AB900) milestones included securing approval of the plans and specifications from the State and other authorities having jurisdiction, securing permission to bid from the County Board of Supervisors and State agencies, successfully bidding the project, finalizing the construction budget to proceed towards the construction phase. With regards to the STAR (SB1022) Project, which was canceled by the Board on January 19, 2016, accomplishments included progressing the plans and specifications to the level of design development in preparation for State approval. The STAR project will be closed out prior to June 30, 2016.
- Completed the Arroyo Burro project which replaced aged facilities into a new central facility with full ADA compliance, lower utility usage and combined men and women's restrooms. The building was constructed of durable, sustainable materials. The building is also plumbed to be converted to recycled water once it becomes available. The existing restrooms have been remodeled and are available to address the future needs of the park.
- Finished the Santa Barbara Courthouse Tower Elevator, the Santa Barbara Main Jail Kitchen Renovation and Sewer Replacement, and anticipated completion of the Public Defender Roof repairs. Awarded contract for New Cuyama pool reconstruction. Completed the South County Crisis Stabilization Unit for Behavioral Wellness within budget and on schedule.

General Services

Program

CAPITAL PLANNING AND IMPROVEMENTS (CONT'D)

2016-18 Objectives

- Secure all approvals to award the Northern Branch Jail (AB900) contract, construct the Jail complex and offsite utilities packages, and complete all steps required to receive State reimbursements in accordance with the conditional award.
- Integrate facilities condition consultant reports into maintenance and capital project planning.
- Prioritize and integrate sustainable design principles into project planning, design, and construction.
- Finalize the rehabilitation and renovations at the Isla Vista Community Center.
- Accomplish New Cuyama Community Pool reconstruction, using an enhanced design and durable construction materials.
- Complete improvements to the Santa Ynez Airport by adding runway edge and threshold lights, taxiway edge lights, guidance signs and a new backup generator.

General Services

Program

FACILITIES & REAL ESTATE MANAGEMENT

Facilities & Real Estate Management promotes a safe and healthy environment for County employees and visitors. It provides a full range of maintenance services and coordinates contracts for custodial and landscaping services for County-owned structures. Staff maintains over 2.3 million square feet of space in approximately 430 County-owned buildings. The Real Property Division provides professional real estate services to meet the needs of County departments and also prepares and negotiates real property transactions including leases, sales, and acquisitions. This function also includes Energy Management efforts to improve the efficiency of the County's utilities and facilities.

Staffing

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
ASST DIRECTOR	-	-	1.00	1.00	1.00
ENERGY MANAGER	1.00	1.00	-	1.00	1.00
ADMN OFFICE PRO	1.49	1.50	-	1.50	1.50
DEPT BUS SPEC	0.73	2.00	-	2.00	2.00
DIVISION MANAGER	1.00	1.00	-	1.00	1.00
FACILITIES MANAGER	2.00	2.00	-	2.00	2.00
ACCOUNTANT	1.00	0.80	-	0.80	0.80
REAL PROPERTY AGENT	2.58	3.00	-	3.00	3.00
ADMN OFFICE PRO SR	1.70	2.00	-	2.00	2.00
BUILDING MAINT SUPV	3.42	7.00	(3.00)	4.00	4.00
FACILITIES SUPERVISOR	-	1.00	-	1.00	1.00
HVAC SPECIALIST	2.38	2.00	-	2.00	2.00
MAINT ELECTRICIAN	1.00	1.00	-	1.00	1.00
MAINTENANCE PLUMBER	2.38	2.00	1.00	3.00	3.00
MAINTENANCE CARPENTER	1.00	1.00	(1.00)	-	-
BUILDING MAINT WORKER	9.04	9.00	3.00	12.00	12.00
CUSTODIAN	-	0.50	-	0.50	0.50
EXTRA HELP	7.11	-	-	-	-
Total	<u>37.84</u>	<u>36.80</u>	<u>1.00</u>	<u>37.80</u>	<u>37.80</u>

General Services

Program

FACILITIES & REAL ESTATE MANAGEMENT (CONT'D)

Revenue & Expenditures

Budget By Categories of Expenditures	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Salaries and Employee Benefits	\$ 3,753,884	\$ 4,226,853	\$ 220,544	\$ 4,447,397	\$ 4,646,992
Services and Supplies	9,210,612	10,003,863	609,236	10,613,099	9,242,636
Other Charges	2,147,008	2,274,792	52,878	2,327,670	2,406,925
Total Operating Expenditures	15,111,504	16,505,508	882,658	17,388,166	16,296,553
Capital Assets	105,226	-	-	-	-
Other Financing Uses	878,411	673,012	4,163	677,175	694,853
Intrafund Expenditure Transfers (+)	574,073	723,373	(90,997)	632,376	651,347
Increases to Fund Balances	95,083	41,500	2,500	44,000	45,320
Total Expenditures	\$ 16,764,297	\$ 17,943,393	\$ 798,324	\$ 18,741,717	\$ 17,688,073
Budget By Categories of Revenues					
Licenses, Permits and Franchises	38,214	48,000	(8,000)	40,000	41,200
Use of Money and Property	921,895	868,345	220,482	1,088,827	1,121,572
Intergovernmental Revenue	130,574	130,187	(10,749)	119,438	125,410
Charges for Services	5,609,459	6,436,556	(108,405)	6,328,151	6,405,672
Miscellaneous Revenue	583,197	840,753	(234,486)	606,267	634,841
Total Operating Revenues	7,283,338	8,323,841	(141,158)	8,182,683	8,328,695
Other Financing Sources	388,256	-	658,000	658,000	-
Intrafund Expenditure Transfers (-)	2,842	16,696	(5,096)	11,600	11,948
Decreases to Fund Balances	130,000	804,128	823,180	1,627,308	1,222,707
General Fund Contribution	8,499,100	7,709,990	552,136	8,262,126	8,262,563
Total Revenues	\$ 16,303,536	\$ 16,854,655	\$ 1,887,062	\$ 18,741,717	\$ 17,825,913

2015-16 Anticipated Accomplishments

- Assumed maintenance and management responsibility for the Lompoc Bridge House facility and brought the buildings up to current codes.
- Received maintenance, leasing and management responsibility for the Isla Vista Solar Parking Lot, the Isla Vista Clinic Building, and the Isla Vista Church Building and renovated the IV Clinic Building creating rentable space for non-profit groups to support the IV residents and students.
- Responded to over 50 major emergency work requests for broken water lines, HVAC failures, and roof leaks totaling over \$1.4 million dollars.
- Accepted responsibility for the real property needs of the various divisions of the Public Works Department, including property acquisitions, easement acquisitions and dispositions, and road vacations. These projects include flood control and road easements and acquisitions, including those acquired or anticipated to be acquired through the eminent domain process.

General Services

Program

FACILITIES & REAL ESTATE MANAGEMENT (CONT'D)

2016-18 Objectives

- Integrate the facility condition consultant reports with the County deferred maintenance priorities. Once the data has been compiled it will be used for deferred maintenance and capital project planning.
- Complete reclassification of several departmental positions to improve customer service, accountability and efficiency.
- Determine new water-efficient solutions to implement at County facilities to reduce water cost and consumption.
- Improve the Real Property software to facilitate improved tracking of leases and agreements.
- Identify opportunities and implementation plans for County energy and utility commissioning initiatives (Green-energy options).

General Services

Program

FLEET OPERATIONS

Fleet Operations meets all of the transportation needs of the County procuring, maintaining and disposing of all light, medium and heavy duty vehicles and equipment, administration of the motor pool, and the fuel station operations.

Staffing

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
FLEET MANAGER	1.00	1.00	-	1.00	1.00
ADMN OFFICE PRO	0.15	-	-	-	-
DEPT BUS SPEC	2.00	2.00	-	2.00	2.00
ACCOUNTANT	-	0.20	-	0.20	0.20
ADMN OFFICE PRO SR	0.85	2.00	-	2.00	2.00
EQUIPMENT MECHANIC	5.00	5.00	-	5.00	5.00
AUTOMOTIVE MECHANIC	9.12	10.00	-	10.00	10.00
MOTOR POOL DISPATCH	1.63	1.00	-	1.00	1.00
Total	19.75	21.20	-	21.20	21.20

Revenue & Expenditures

Budget By Categories of Expenditures	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Salaries and Employee Benefits	\$ 1,983,184	\$ 2,313,351	\$ 16,831	\$ 2,330,182	\$ 2,407,660
Services and Supplies	4,857,937	6,731,737	(146,930)	6,584,807	6,728,420
Other Charges	2,974,628	3,257,912	352,979	3,610,891	3,719,217
Total Operating Expenditures	9,815,749	12,303,000	222,880	12,525,880	12,855,297
Capital Assets	4,748,383	5,777,000	(517,500)	5,259,500	2,521,530
Other Financing Uses	57,856	-	-	-	-
Total Expenditures	\$ 14,621,988	\$ 18,080,000	\$ (294,620)	\$ 17,785,380	\$ 15,376,827
Budget By Categories of Revenues					
Use of Money and Property	79,112	48,300	(8,300)	40,000	41,200
Charges for Services	10,309,762	11,654,622	701,258	12,355,880	12,726,556
Miscellaneous Revenue	215,693	130,000	-	130,000	133,900
Total Operating Revenues	10,604,567	11,832,922	692,958	12,525,880	12,901,656
Other Financing Sources	962,321	3,536,000	(627,500)	2,908,500	100,000
Decreases to Fund Balances	3,627,557	2,711,556	(360,556)	2,351,000	2,421,530
Total Revenues	\$ 15,194,445	\$ 18,080,478	\$ (295,098)	\$ 17,785,380	\$ 15,423,186

General Services

Program

FLEET OPERATIONS (CONT'D)

2015-16 Anticipated Accomplishments

- Installed GPS technology on selected County vehicles.
- Upgraded the County's motor pool reservation software.
- Increased number of chargers for electric vehicles. This brings the total count of locations to 8 with a total of 27 chargers. All chargers can be viewed at PLUGSHARE.COM.

2016-18 Objectives

- Continue efforts towards right sizing the County's vehicle fleet, right sizing the total number of vehicles operated by the County and always procuring the most efficient vehicle possible for the vehicle's intended use.
- Work to set fleet fossil fuel reduction goal.

General Services

Program

INFORMATION & COMMUNICATIONS TECHNOLOGY

Information & Communications Technology enables County departments to provide effective services to citizens through innovative technology solutions. This Division delivers reliable information technology, telephone, and public safety radio network systems. Services include: telephone and voicemail services, Windows infrastructure and email services, web and application hosting, network security services, portable, mobile and base station radios, microwave communications, security systems, and audio video conferencing systems. These services are used by Santa Barbara County employees and partners.

Staffing

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
ASST DIRECTOR	1.00	1.00	-	1.00	1.00
EDP OFFICE AUTO SPEC	11.85	13.00	-	13.00	13.00
COMMUNICATIONS MANAGER	1.00	1.00	-	1.00	1.00
EDP SYS & PROG ANLST SR	1.00	1.00	-	1.00	1.00
PROJECT MANAGER	1.00	1.00	-	1.00	1.00
FINANCIAL OFFICE PRO	0.15	-	-	-	-
DIVISION MANAGER	1.00	1.00	-	1.00	1.00
EDP NETWORK TECH	5.73	6.00	-	6.00	6.00
EDP SYS & PROG ANLST	1.00	1.00	-	1.00	1.00
COMM SYSTEMS SUPV	1.00	1.00	-	1.00	1.00
COMM EQUIP TECH SR	2.00	3.00	-	3.00	3.00
EDP OFFICE AUTO COORD	1.00	1.00	-	1.00	1.00
COMM EQUIP TECH	2.00	2.00	-	2.00	2.00
ELECTRONICS SYSTEMS TECH	1.00	1.00	-	1.00	1.00
FINANCIAL OFFICE PRO SR	0.85	1.00	-	1.00	1.00
EXTRA HELP	0.14	-	-	-	-
Total	31.72	34.00	-	34.00	34.00

General Services

Program

INFORMATION & COMMUNICATIONS TECHNOLOGY (CONT'D)

Revenue & Expenditures

Budget By Categories of Expenditures	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Salaries and Employee Benefits	\$ 4,656,642	\$ 5,388,731	\$ 617,193	\$ 6,005,924	\$ 6,223,528
Services and Supplies	3,076,107	3,631,037	353,787	3,984,824	4,060,605
Other Charges	2,055,364	2,243,439	145,618	2,389,057	2,460,728
Total Operating Expenditures	9,788,112	11,263,207	1,116,598	12,379,805	12,744,861
Capital Assets	2,163,142	2,258,822	410,414	2,669,236	2,740,314
Other Financing Uses	29,471	-	-	-	-
Total Expenditures	\$ 11,980,724	\$ 13,522,029	\$ 1,527,012	\$ 15,049,041	\$ 15,485,175
Budget By Categories of Revenues					
Use of Money and Property	177,293	194,050	-	194,050	199,872
Charges for Services	10,780,328	10,844,596	1,237,938	12,082,534	12,445,008
Miscellaneous Revenue	76,521	73,221	-	73,221	75,418
Total Operating Revenues	11,034,142	11,111,867	1,237,938	12,349,805	12,720,298
Other Financing Sources	70,857	516,000	(216,000)	300,000	300,000
Decreases to Fund Balances	1,694,475	1,893,684	505,552	2,399,236	2,471,213
Total Revenues	\$ 12,799,474	\$ 13,521,551	\$ 1,527,490	\$ 15,049,041	\$ 15,491,511

2015-16 Anticipated Accomplishments

- Developed support for wireless devices including printers, cameras and environmental monitoring devices on the County network.
- Finished the Countywide Telephone system upgrade which included provisioning of a high availability system with better disaster recovery features, a new voice mail system, automated call distribution.
- Accomplished installation of the second Point to Point microwave system to provide remote office communication services.
- Finalized Countywide Information Technology Strategic Plan update.
- Upgraded environmental controls and power supplies for the North County data center to support additional computing infrastructure.

2016-18 Objectives

- Prepare a five year countywide strategic plan for the public safety microwave radio communication network.
- Establish the Governing Board of Information Technology Systems to improve countywide governance processes.
- Produce a plan and report on progress regarding improving the County's Cybersecurity posture.
- Develop the use of an electronic signage system for County events, building and campus information.
- Research, establish and support departments as they complete the required steps to migrate to Windows 10.
- Launch an enterprise video surveillance service with centralized mass storage and flexible retention options.
- Complete the Countywide email system upgrade.

General Services

Program

PURCHASING, SURPLUS AND MAIL

Purchasing provides centralized procurement of County commodities and supplies. Surplus Property provides for standards of disposal for the County's surplus property. Mail services include mail delivery to departments throughout the County.

Staffing

Staffing Detail By Budget Program	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
DEPT BUS SPEC	0.92	1.00	-	1.00	1.00
PROGRAM/BUS LDR-GEN	0.08	-	-	-	-
PURCHASING MANAGER	-	1.00	-	1.00	1.00
BUYER	3.00	3.00	-	3.00	3.00
MAIL CENTER SUPERVISOR	1.00	1.00	-	1.00	1.00
MAIL CENTER WORKER	2.00	2.00	-	2.00	2.00
EXTRA HELP	0.33	-	-	-	-
Total	7.33	8.00	-	8.00	8.00

Revenue & Expenditures

Budget By Categories of Expenditures	2014-15 Actual	2015-16 Adopted	Change from FY15-16 Ado to FY16-17 Rec	2016-17 Recommended	2017-18 Proposed
Salaries and Employee Benefits	\$ 744,755	\$ 920,710	\$ (43,594)	\$ 877,116	\$ 946,014
Services and Supplies	24,369	33,300	1,000	34,300	35,326
Other Charges	79,863	94,237	(5,676)	88,561	91,218
Total Operating Expenditures	848,987	1,048,247	(48,270)	999,977	1,072,558
Capital Assets	-	100,000	(100,000)	-	-
Intrafund Expenditure Transfers (+)	119,956	165,343	(20,061)	145,282	149,618
Increases to Fund Balances	100,000	-	-	-	-
Total Expenditures	\$ 1,068,943	\$ 1,313,590	\$ (168,331)	\$ 1,145,259	\$ 1,222,176
Budget By Categories of Revenues					
Miscellaneous Revenue	2	-	-	-	-
Total Operating Revenues	2	-	-	-	-
Decreases to Fund Balances	100,000	-	374,985	374,985	139,035
General Fund Contribution	143,200	623,538	146,736	770,274	385,323
Total Revenues	\$ 243,202	\$ 623,538	\$ 521,721	\$ 1,145,259	\$ 524,358

General Services

Program

PURCHASING, SURPLUS AND MAIL (CONT'D)

2015-16 Anticipated Accomplishments

- Processed 2,900 contracts that comply with regulatory statutes, codes and ordinances, and processed 100% of all contracts within seven working days of receipt of the requisition.
- Continued promotion of the Local Vendor Outreach Program that achieved a 61.3% expenditure rate during 2015.
- Identified and implemented countywide procurement process for certain vendors who provide services across County departments.
- Analyzed and evaluated options for the countywide purchasing system upgrade.
- Evaluated and implemented new surplus property disposal procedures.

2016-18 Objectives

- Implement County wide purchasing system ensuring integration with County's financial system and departmental reporting requirements. This process will include a review of centralized purchasing policies and procedures to identify operational efficiencies that can be included with the system.
- Incorporate State and County green initiatives into procurement documents, as permitted by regulatory requirements.
- Increase efforts to target local vendors for bidding opportunities and educate them on how to do business with the County, in an effort to expand the Local Vendor Outreach Program and increase local vendor participation rates.

General Services

