

Public Works Annual Report

Fiscal Year 2015-16

About the Department



The **Public Works Department** is comprised of five divisions that oversee eight separate budget programs. These divisions include Administration, Engineering, Street and Park Maintenance, Solid Waste & Environmental, and the Capital Improvement Program. While the department is comprised of approximately 23 budgeted full time positions, a majority of the services provided are performed using contract labor. This provides the flexibility to meet peak service demands without increasing ongoing personnel costs.

The **Administration Division** oversees the overall functioning of the Public Works Department. The division coordinates responses to public works inquiries and service requests, oversees the special event and film permit programs, monitors and manages the department's budget activities, and provides support to other department divisions.

The **Engineering Division** provides management and oversight for engineering design, construction, and maintenance of the City's infrastructure. This division oversees the paratransit service program and

various services including transportation planning, traffic engineering, surveying, environmental planning inspections services and development review. Engineering staff coordinate departmental reviews on land development projects and engineering approvals of private development within the City, provide permits and inspection for work in the public right of way, conduct utility coordination meetings, and process encroachment and transportation permits. This Division implements the City's Street Improvement Program, which provides for annual pavement rehabilitation and concrete repairs. The Division is also responsible for the Street Lighting Program. Which provides for the ongoing energy costs associated with the City's street lights and highway safety lights at signalized intersections. Southern California Edison handles the ongoing maintenance and repair.





The **Maintenance Division** is responsible for maintaining the City's infrastructure, including streets, facilities, fleet, parks and open spaces. Street maintenance includes right-of-ways, sidewalks, bikeways, signage, traffic signals, pavement markings, shoulder areas, parkways, medians, storm drain inlets and storm drains. The division oversees numerous service contracts with licensed contractors who perform a large portion of these services. This division administers the Street Sweeping Program, Concrete Grinding Program, and the annual Street Rehabilitation Program in partnership with Engineering.

The Parks and Open Spaces Program is responsible for ongoing maintenance and improvements of the City's 29 parks and open spaces, totaling approximately 477 acres and for maintaining all landscaped medians and over 6500 street trees within the City right-of-ways in compliance with State mandated water conservation orders.

The Facilities Maintenance Program provides for ongoing maintenance and improvement to all City-owned and/or leased buildings, such as City Hall, the Goleta Valley Community Center, the Goleta Valley Library, Stow Grove Park residence, Amtrak Station restroom, Goleta Historic Train Depot, the Stow House and associated structures. Regular maintenance of City facilities and fleet vehicles is performed by a combination of City and contract personnel.

The **Solid Waste & Environmental Services Division** provides for the management of the City's solid waste, recycling and storm water management programs in compliance with State of California requirements. This division coordinates the trash and recycling collection services and household hazardous waste, oversees the City's Storm Water Management Program and various service contracts for water quality monitoring, testing and educational outreach.



The **Capital Improvement Program Division** identifies, funds, designs and constructs City infrastructure improvements such as roads, bridges, buildings, parks and playgrounds etc. This division administers the Goleta Transportation Improvement Program and oversees the CIP program heading into the new fiscal year, this division is managing 45 projects estimated at \$137 million. CIP staff apply for grant funding for the planning, engineering design and construction of projects, administer those grants once awarded, and manage each project from concept through construction and final closeout. They administer various construction and professional consulting contracts for traffic modeling, planning, design, engineering, surveying, construction management and project management services.

As part of the transportation planning and traffic engineering functions, this Division also oversees transportation related policy development, updates of the travel model forecasts, signal design and timing, traffic and parking studies, safe routes to schools, and establishment of complete streets that serve all modes of transportation.

Year in Review

In FY 2015/16 the City completed an operational and organizational assessment of the Public Works Department with an outside consulting organization. The resulting Baker Tilly report identified the need for additional employees to support the department's ever increasing work volume. New hires included a Deputy Public Works Director, Traffic Engineer, Sr. Office Specialist, two Maintenance Worker I and two Maintenance Worker II. A vacant Assistant Engineer position and a Project Manager and Senior Engineering Technician positions will also be filled in 2016.

During this period the Public Works Maintenance crew performed much of the street, tree, parks and open space maintenance work. Some of the completed maintenance projects included repairs to the Lake Los Carneros Dam outlet pipe, repair or replacement of the split rail fencing throughout parks and open spaces, repairs at Stow House, replacement of street signs in Old Town, and installation of a new ADA-compliant walkway at the Goleta Valley Library.

In preparation for the El Nino storms that didn't materialize, staff prepared facilities, equipment, and emergency contracts, created detour plans and identified potential debris storage

areas for potential for flooding. The California Conservation Corps (CCC) assisted with ongoing public works maintenance projects such as performing storm cleanup and preparation at Covington Way drainage area, in Devereaux Creek and the San Jose Creek Channel by removing debris and mud to improve water flow. CCC also removed tule from selected areas at Lake Los Carneros.

In FY 2014/15 staff applied for \$6.177 M in grants for five projects and received \$2.224 M; a 36% award rate. The City received an Active Transportation Program (ATP) grant for \$2.224 M for the design, right-of-way and construction phases of the Old Town Sidewalk Infill.

For FY2015/16, staff will have applied for approximately \$7.81 M in various grant funding for 15 projects. To date, the City has been awarded \$1.1 M of the \$7.81 M. The City will be notified of the remaining \$6.63 M by the fall of 2016.



FY 2015-16 Accomplishments

Administration

- Processed and issued 27 special event permits and 5 film permits
- Provided permit application revisions for municipal code compliance and legal review
- Processed 24 purchase order requisitions
- Processed 60 department council agenda reports
- Conducted an annual Public Works Week public outreach community event

Engineering

- Issued and inspected 361 encroachment permits
- Acceptance of Dam Emergency Action Plan by OES Division of Dam Safety
- Developed a new standard Encroachment Permit application
- Performed plan checks on 5 major land development projects
- Reviewed 50 planning projects and inspected 3 major construction projects

Solid Waste & Environmental

- Submitted Storm Water Management Plan Annual Report
- Participated in community environmental activities including creek and coast cleanup programs
- Developed Goleta Community Beautification Program
- Conducted stormwater outreach and site-visits to local businesses
- Developed food scrap collection program in conjunction with the County of Santa Barbara

Maintenance - Streets, Facilities, Fleet, Parks & Open Space

- Installed chain link fencing on Glen Annie, Covington, and repaired fence at Fairview pedestrian walkway
- Ramped Library walkway for safety, repaired library entry doors, and capped illegal water pipe
- Replaced all intersection signals citywide with LED bulbs
- Replaced all conflict monitors and replaced all pedestrian crossing signals with countdown heads
- Installed a new ADA-compliant walkway ramp with lighted bollards at the Goleta Valley Library
- Replaced pedestrian bridge at Bella Vista Open Space
- Used contractors to removed 64 trees either dead or fallen from storms; stump ground 32 trees

Capital Improvement Program

- Installed two radar feedback devices at Ellwood School
- Reconstructed intersections at Lancaster
- Library pathway
- Replaced LED bulbs @ Castillian & Los Carneros, Rutherford
- Evergreen Tennis Courts
- Hollister Ave Crosswalk @ GVCC HAWKBoys & Girls Club @ GVCC path lighting

Looking Forward in FY 2016-17

The City of Goleta continues to invest in capital improvement projects and is dedicated to excellent public service through maintenance and infrastructure projects that benefit the City and its residents. With 45 active Capital Improvement Projects, a consulting organization has been retained to assist with project management, engineering support and coordination between City staff and professional services contractors. The City will soon retain a consultant to establish an inventory of all traffic and parking signs, as well as assess their retro-reflectivity. This database will assist the City in planning signs replacement in order to meet requirements of the California Manual on Uniform Traffic Control Devices (MUTCD).

Upcoming Public Works projects include a comprehensive long range facility maintenance plan, improvements at the Goleta Library and Community Center, repair and maintenance work at the Stow House, upgrades of signalized intersections, conversion of arterial street name signs to meeting MUTCD standards, continuation of Asset Management Survey & Program and development of a Parks Master Plan. The Engineering Division continues to seek grant funding to retrofit all City street lights to energy efficient LED lighting fixtures.

Grants awarded in the previous fiscal year will provide funds for ongoing bicycle, pedestrian and transportation improvement projects. Grant funded projects include:

- Sidewalk infill project on the east side of Fairview Avenue south of Stow Canyon Road, as well as new street light and curb ramps at the intersection of Fairview/Stow Canyon. This project will serve a major school route and surrounding land uses including Fairview Gardens.
- Mid-block crossing controlled by a HAWK signal across Calle Real east of Encina Lane. This project will serve adjacent commercial and residential land uses, including residents of the area's senior housing.
- Improvements to signage and pavement markings in school areas throughout the City.

Capital Improvement projects in the final design and right-of-way phase include the Hollister Avenue Crosswalk Improvements at the Community Center and Orange Avenue, Old Town Sidewalk Infill, Hollister Complete Streets Corridor Study, Hollister Class I Bike Path, Ward Drive Class II Bike Lanes, Cathedral Oaks Landscaping Project and Ekwil Road Extension. The City initiated the construction contracts and started the construction (ordering equipment) for the Pedestrian Path and Lighting at Boys & Girls Club Project, Evergreen Tennis Court Resurfacing, and Maria Ygnacio Bike Path Lighting projects. The City also authorized an agreement with KTU+A to work on the Bicycle Pedestrian Master Plan.