

# Public Works

department



## Department Description

The Department of Public Works administers the City's public works activities including street maintenance, wastewater collection and treatment, refuse collection and disposal, recycling collection and processing, street sweeping, traffic management, on-street and off-street parking, storm water collection and pollution prevention, fleet maintenance, facilities maintenance, and provides professional engineering services to City projects as needed.

The Public Works Department's primary objective is to efficiently deliver the services above in a safe, professional, sustainable and cost-effective manner to the residents, business and visitors to Santa Cruz.

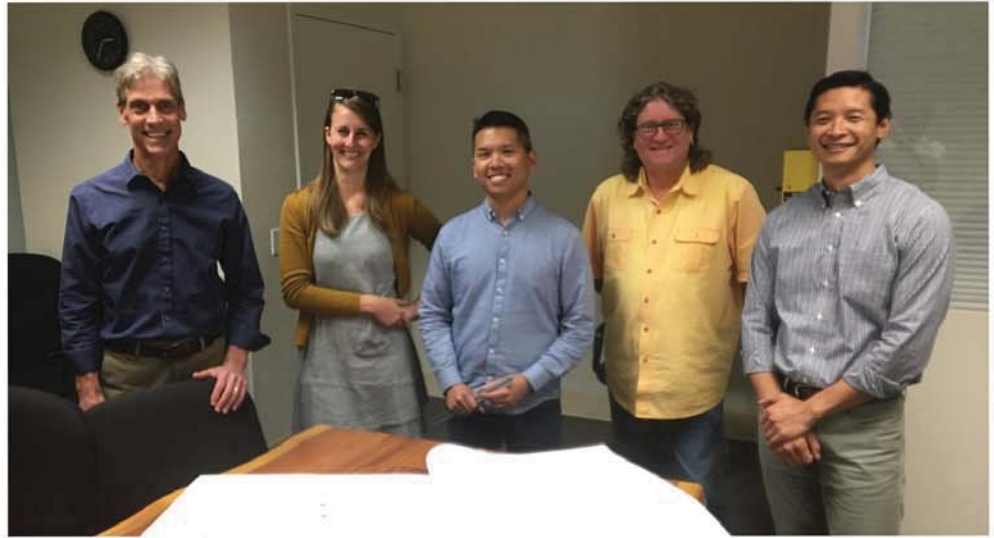
The Public Works Department is organized in four major divisions: Engineering & Traffic Engineering (includes stormwater), Operations, Resource Recovery and Wastewater.






# Goals & Accomplishments

## Engineering & Traffic Engineering

The Engineering and Traffic Engineering Division develops, coordinates and implements the department's Capital Improvement Program (CIP) related to transportation, wastewater, refuse, storm drains, flood control, parking, facilities and emergency repairs. The CIP includes grant applications and management, environmental review, permitting, design, construction and inspection. Assistance is provided to other departments as needed. The division provides review and permitting for property development and utility installation. The Traffic Engineering division also manages the parking functions.



Acquired over \$5.54 million in Transportation Safety and Infrastructure grants to projects supporting Community Safety and Well Being, Economic Vitality, and Reliable Infrastructure.

-  Joint City-County Active Transportation Plan (ATP) Cycle 3 grant for the Monterey Bay Sanctuary Scenic (Rail) Trail (MBSS Trail) Segments 8 and 9 design and environmental review. Includes non-infrastructure education and encouragement programs with local providers.
-  Highway Safety Improvement Program Cycle 8 grant to design and construct 21 un-signalized crossing improvements.
-  Surface Transportation Block Grants for the Water Street pavement rehabilitation and the MBSS Trail Segment 7 funding shortfall.

Adopted the Active Transportation Plan supporting Community Safety and Well Being.

Completed the design of Riverside Avenue utility undergrounding and streetscape project supporting Well Managed Resources, Economic Vitality and Reliable Infrastructure.

Complete the Broadway pedestrian crossing project supporting Community Safety and Well Being.

Completed the grant funded citywide traffic signal improvement project supporting Community Safety and Well Being.

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Began construction of the Branciforte bike/pedestrian bridge and trail supporting Community Safety and Well Being and Environmental Sustainability.

Completed the Pacific Avenue contraflow bike facility supporting Community Safety and Well Being, Economic Vitality and Environmental Sustainability.

Completed approximately \$10 million in arterial, collector and residential street paving projects through a variety of methods, supporting Well Managed Resources and Reliable Infrastructure.

Completed the City Hall emergency generator project supporting Reliable Infrastructure and Facilities.

Completed the SLR parkway levee phase II and levee striping projects, supporting Community Safety and Well Being.

Completed the Front Street-Pacific historic wall repair and guard rail project supporting Community Safety and Well Being and Reliable Infrastructure.

Completed the downtown parking lot #3 deck restoration project supporting reliable infrastructure.

Completed improvements and testing for the Cowell Beach initiative supporting Community Safety and Well Being and Environmental Sustainability and Well Managed Resources.

Completed various wastewater sewer line and treatment plant rehabilitation projects supporting Environmental Sustainability and Well Managed Resources, Community Safety and Well-Being and Reliable Infrastructure.

Completed the landfill Cell 3 construction supporting Environmental Sustainability and Well Managed Resources and Reliable Infrastructure and Facilities.

Implemented, trained and enforced new State storm water quality requirements for City and private development projects, supporting Environmental Sustainability and Well Managed Resources.

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## **Clean Rivers, Beaches, & Ocean/Storm Water Funds**

The Clean River, Beaches and Ocean parcel tax was established by passage of Measure E in 2008. The measure was placed on the ballot by the City Council to create a dedicated source of funding to help pay for water quality programs that prevent pollution from reaching our waterways, beaches and the Bay. The Stormwater Fund is funded by the stormwater management utility; a fee charged to each property within the City limits and is based on average runoff from various land types and parcel size. The fee helps pay for stormwater runoff mitigation as required by the federal EPA and the State Department of Water Resources.

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Completed installation of low-impact design (LID) features (bio-infiltration swales) at Parking Lot #9, enhancing environmental sustainability and resources.

Funded temporary Parks employees to clean up illegal campsites and dumping along the San Lorenzo River levee and local creeks. Also funded new trash and recycling containers along the river, Branciforte Creek and West Cliff Drive enhancing Environmental Sustainability and Well Managed Resources.

Funded temporary Parks employees to clean Cowell and Main Beaches enhancing Environmental Sustainability and Economic Vitality.

Conducted extensive efforts to clean river pump stations, street catch basins, and miscellaneous storm drain facilities to remove trash and pollutants, enhancing Environmental Sustainability and Well Managed Resources.

Continued volunteer community and Adopt-a-Levee cleanup programs, managed by Save Our Shores, to reduce litter and pollutants along the San Lorenzo River levees enhancing Environmental Sustainability, Community Safety and Engaged and Informed Community.

Funded Hope Services to conduct downtown litter abatement work enhancing Environmental Sustainability and Economic Vitality.

Continued comprehensive storm water education program in elementary, middle and high schools within the City supporting Environmental Sustainability and Engaged and Informed Community.

Continued comprehensive storm water education and outreach program to businesses, contractors, residents and the general public in the City. Outreach topics included herbicide and pesticide use, low impact design for development and remodel projects, riparian protection, and volunteer monitoring events, supporting Environmental Sustainability and Well Managed Resources and an Engaged and Informed Community.

Conducted a clean beaches/anti-litter campaign during summer 2016 in order to educate residents and tourists. The campaign included print ads, radio ads, Santa Cruz trolley ads and light pole banners on Ocean Street, supporting Environmental Sustainability and Economic Vitality.

Continued plan review and inspections of all development and remodel projects pursuant to state storm water permit requirements enhancing Environmental Sustainability and Well Managed Resources.

Continued sampling and analysis of pollutants, particularly bacteria and sediment, in the San Lorenzo River and tributary creeks. Also contributed funding and staff participation in the San Lorenzo River Alliance Water Quality Working Group to investigate sources and levels of pollutants in river, supporting Environmental Sustainability and Well Managed Resources and Community Safety.

Continued source investigations at Cowell Beach and participated in the Cowell Beach working group in order to further identify and implement solutions to reduce bacteria levels at Cowell Beach. Co-funded installation of metal bird screening under the Municipal Wharf in order to prevent pigeon roosting as this is suspected to be a significant source of bacteria at Cowell Beach and near shore waters, thereby enhancing Environmental Sustainability and Well Managed Resources.

# Operations

The Operations division is comprised of three sections which are responsible for management, inspection, repair and maintenance of the City's infrastructure, fleet and facilities. Following is a brief description of each section's core functions and duties.

## **Streets and Traffic Maintenance**

This section maintains and repairs the City street surfaces, curbs, gutters and storm drainage systems. They assist with and may construct minor street projects; additionally they provide service to other enterprise funded departments for water and sewer utility trench resurfacing projects. The section also maintains the City's nearly 2,000 City-owned streetlights as well as street signage.



## **Fleet Maintenance**

The fleet section plans, coordinates and manages the ongoing operation and mechanical maintenance of the City's fleet of vehicles and equipment. Fleet reviews, recommends and administers the fleet replacement program including the inter-departmental reassignment of equipment. The division is also responsible for the operation and maintenance of the City's two-way radio communications system, including maintenance of mandated CC radio licenses.

## **Facilities Maintenance**

This section maintains City owned buildings and structures in good working order to comply with mandated guidelines using environmentally friendly methods and materials. Facilities' goal is to evaluate, recommend and repair City facilities so that they are functioning as efficiently as possible while providing department with timely and effective maintenance services and extending the useful life of the City's facilities assets.



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Design of the seismic retrofit and restroom upgrades of Building A at the Corporation Yard was completed, a contract awarded, promoting Reliable Infrastructure and Facilities.

Cost analysis completed for expansion of the existing roof-top solar array at the Corp Yard to further reduce energy costs and promote Reliable Infrastructure and Environmental Sustainability.

Received a \$523,672 California Energy Commission grant for implementing deep energy efficiency at municipal facilities through Advanced Building Controls promoting Environmental Sustainability and Well Managed Resources as well as Reliable Infrastructure and Facilities.

Leased four electric Nissan Leafs for City vehicle pool (replacing existing Leafs) and began planning on additional, grant funded, electric vehicle chargers enhancing Environmental Sustainability and Well Managed Resources.

Street Maintenance personnel assisted Engineering with localized pavement repairs in preparation for the City-wide surface seal program, and in paving parking lot 7 to convert it to a pay-by-space facility in support of Reliable Infrastructure and Facilities.

Two new Streets and Traffic personnel were hired and are engaged in cross-training to perform a variety of streets and traffic maintenance tasks promoting Organizational Health by providing for succession.

Facilities Maintenance teamed with outside contractors to reduce the backlog of deferred maintenance projects. Notable completed projects include the replacement of windows at the Museum of Natural History, structural repairs at the Delaveaga Golf Lodge, repairs to the Abbot Lighthouse Surf Museum and roof restoration and repair at City Hall – all supporting Reliable Infrastructure and Facilities and Community Safety.

Facilities Maintenance staff received advanced training in electrical and HVAC systems – skills enhancements supporting Safety and Well Being and Reliable Infrastructure and Facilities.

Fleet Maintenance maintained its normal level of service while major structural repairs and heating system replacement were completed in the main garage in support of Reliable Infrastructure and Facilities.

As part of a new Monterey Bay Pollution Control District program, all twenty City-owned stationary generators were tested and monitored for emissions. All were found to be compliant and supporting Environmental Sustainability.

Energy efficiency projects funded by a California Energy Commission (CEC) loan were started. Fourteen separate CEC projects with a valuation of nearly \$300,000 have been completed. The remainder are under way, out to bid or in design. This major effort supports Environmental Sustainability and Well Managed Resources as well as Forward-Looking Infrastructure and Facilities.

Concurrent with the energy projects, air conditioning was installed in City Council chambers and City Hall's north wing supporting Organizational Health and Reliable Infrastructure and Facilities.

Prepared a Storm Water Pollution Prevention Plan (SWPPP) for the Corporation Yard.

# Resource Recovery

The Resource Recovery division collects all refuse, recycling and greenwaste in the City, provides street cleaning services, provides refuse disposal at the City-owned landfill, processes and markets all recyclables, green and wood waste, and other diverted materials, provides waste reduction and recycling outreach and education programs and materials, provides environmental compliance for the Resource Recovery Facility, and administers the Refuse Fund enterprise fund to collect sufficient revenues from collection and landfill customers and sale of materials to pay all costs of the fund.

Supported the Climate Action Plan by reducing the impacts of the Resource Recovery operations through purchases of alternative fuel vehicles enhancing Environmental Sustainability and Well Managed Resources.

Began construction of the compressed natural gas fueling system and maintenance facilities at the Corporation Yard, supporting Reliable and Forward-Looking Infrastructure and Facilities and Environmental Sustainability and Well Managed Resources.

Implemented of new routing and vehicle management software including the consolidation of existing collection routes reducing the greenhouse gas impact of the collection fleet, supporting Environmental Sustainability and Well Managed Resources.

Selected a commercial food waste processing system and implemented a collection program to meet State mandates and supporting Environmental Sustainability and Well Managed Resources as well as Forward-Looking Infrastructure and Facilities.

Completed the construction of the new lined landfill cell, supporting Environmental Sustainability and Well Managed Resources as well as Reliable and Forward-Looking Infrastructure.

Improved the stormwater conveyances at the Resource Recovery Facility, increasing environmental protections at the facility, supporting Environmental Sustainability as well as Forward Looking Infrastructure.

Instituted a change in the yearly “free tags” and bulky item collection system to improve the problem of illegal disposal, supporting Environmental Sustainability and Well Managed Resources and Community Safety and Well-Being.







## Wastewater Collection & Treatment Division

The Wastewater Division is responsible for the operation and maintenance of the regional wastewater treatment and disposal facility and the City's subsurface storm water and waste water systems. It also provides inspection, sampling, public education, monitoring and enforcement of business and industrial establishments to limit discharge of harmful constituents into the sanitary wastewater system, storm drain system or environment.



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Completed cogeneration engine operational monitoring project upgrading controls to a programmable logic control system supporting Reliable and Forward-Looking Infrastructure and Facilities.

Completed the installation of real time energy use monitoring software to guide the facilities energy management program, enhancing Environmental Sustainability and Well Managed Resources.

Completed the project of installing sub-metering instrumentation to evaluate energy consumption at the equipment level, enhancing Environmental Sustainability and Well Managed Resources.

Enhanced the facility's odor control system, installing ozone technology in key areas of the facility system, supporting Forward-Looking Infrastructure and Facilities and Community Well-Being.

Installed energy efficient variable frequency drives on process equipment increasing process reliability and decreasing energy consumption enhancing Environmental Sustainability and Well Managed Resources as well as Reliable and Forward-Looking Facilities.

Completed the update of the Enforcement Response Plan to include storm water regulations enhancing Community Safety.

Implemented respirometer source control technology to effectively protect the biological treatment system at the plant, supporting Reliable and Forward-Looking Infrastructure and Facilities.

Provided critical analytical support in identification of effective points to control bacteria pollution at Cowell Beach and the west side, enhancing Environmental Sustainability and Well Managed Resources as well as Community Safety and Well Being and Economic Vitality.

Identified the sources of controllable bacteria in the San Lorenzo River to support the City's TMDL mandate, boosting Environmental Sustainability and Well Managed Resources as well as Community Safety and Well Being.

Completed DNA analysis of 450 surface and ocean water samples by real-time polymerase chain reaction for the City's environmental programs in house saving approximately \$180,000 in outside lab costs and enhancing Environmental Sustainability and Well Managed Resources

# FY 2018 GOALS

## Engineering & Traffic Engineering

Complete the Highway 1/9 Intersection right-of-way acquisition process and the final design.

Complete the Ocean/Water intersection improvements.

Construct the Riverside Avenue utility undergrounding and streetscape project.

Construct the MBSS Trail Segment 7 projects.

Complete design, environmental review and permitting of the SLR trestle walkway widening project.

Construct the safety related Bay-King protected left-turns and street lights, and the Bay Street sidewalk projects.

Design some of the ATP funded Safe Routes to School crossings and the HSIP pedestrian crossing projects.

Implement the Bike Share program.

Design the Soquel at Frederick minor realignment project.

Continue to implement a robust street paving program by using the remaining Measure H bond funding, enhanced gas tax and new Measure D funding.

Implement approximately \$3 million in new 2017 winter storm damage restoration projects and secure reimbursement from FEMA-CalOES.

Complete the East Cliff emergency repair at Alhambra.

Complete the Bay Drive storm damage repair project.

Complete the Corp Yard main building seismic retrofit and remodel project.

Complete the City Hall annex building remodel project.

Approve design concept and initiate final design for the Bay-High roundabout project.

Complete the Branciforte Creek bike/pedestrian bridge and path.

Complete the right-of-way process and design for the Murray Street bridge seismic retrofit project.

Complete various wastewater collection and treatment facility projects.



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Implement the water reuse program at the wastewater treatment facility and La Barranca Park.

Complete analysis of downtown parking supply, new supply and enhanced transportation demand management (TDM).

Replace the parking equipment, restore the decks and construct a new elevator at the River-Front Lot #10 garage.

Construct the CNG fueling station at the Corp Yard.

Implement the Food Waste Collection and Processing program.

Complete the recycling building repair project at the landfill and recycling center.

Work with Economic Development to identify location(s) for additional downtown parking to meet current and future demand.

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## **Clean Rivers, Beaches, and Ocean/Storm Water Funds**

Continue intensive efforts to clean river pump stations, street catch basins and miscellaneous storm drain facilities.

Continue funding for river levee, beach and creek clean-ups by Parks staff, contractors and local volunteer groups.

Continue funding for the comprehensive storm water education and outreach program in the City, including schools, businesses, contractors and residents.

Implement the SLR levee maintenance and Branciforte Creek channel repair projects.

Investigate options and locations for trash capture devices in preparation for compliance with the new State Trash Amendment.

Continue to participate in the San Lorenzo River Alliance in order to reduce sources and levels of pollutants in the river.

Continue to conduct source investigations and Cowell Beach, and evaluate the effectiveness of the Wharf screening work in significantly reducing bacterial levels at Cowell Beach. Continue to participate in the working group and investigate other sources and implementation measures as necessary.

Continue support of Regional Water Management, SLR system maintenance and elevation monitoring and Branciforte Channel maintenance and repair.

# Operations

Complete the seismic upgrade project at the Corporation Yard while maintaining superior customer service and productivity of the Division.

Complete the CEC projects and secure full reimbursement of costs including replacement of the HVAC system at the City Hall annex and finishing retrofitting street lights with energy efficient LED lamps.

Award contracts for and complete construction of space organization improvements at City Hall Annex.

Implement best management practices at the Corporation Yard to comply with the SWPPP.

Continue to reduce the backlog of deferred maintenance projects at City facilities, in part by utilizing outside contractors managed by Facilities staff.

Continue to reduce turnaround time on repairs to City assets by Fleet Maintenance by filling vacant Fleet Maintenance positions, streamlining work order processing, upgrading diagnostic software, and improving communications with our customers.



Continue to work with other City departments to reduce the amount of time spent by Streets & Traffic and Facilities Maintenance staff on the effects of criminal and anti-social behavior at City assets.

Upgrade all Corporation Yard buildings and implement a space allocation management system.

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# Resource Recovery

Construct the food waste recovery pre-processing facility at the Resource Recovery Facility and fully implement the commercial food waste diversion program.

Complete construction of the compressed natural gas fueling system at the City corporation yard.

Continue improving the illegal disposal response program.

Improvements to our Recycle Right! outreach materials to include improved electronic access.



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# Wastewater Collection & Treatment

Expand current water reuse equipment to produce Title 22 reclaimed water for offsite use.

Complete digester #5 refurbishment.

Design replacement standby generator engine and generator package.

Evaluate and prepare a prioritized Infrastructure and Equipment Replacement & Rehabilitation Plan for the wastewater treatment facility.

Institute in-house toxicity bioassay testing in 2017 thereby eliminating outsourcing of this testing.

Initiate the first study of laboratory space and effective transformation in over twenty years.

Begin to digestion of commercial food waste and generate additional electricity to reduce WWTF operating costs.

# Public Works

## DEPARTMENT SUMMARY

	Fiscal Year* 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended* Budget	Estimated Actual	
<b>EXPENDITURES BY CHARACTER:</b>					
Personnel Services	23,280,468	25,719,677	25,816,707	25,193,241	28,276,960
Services, Supplies, and Other Charges	19,476,233	24,969,392	25,596,895	24,229,831	27,462,715
Capital Outlay	2,991,477	4,365,975	4,814,522	4,726,810	3,380,892
Debt Service	6,726,488	6,353,177	6,353,177	6,254,575	6,639,446
<b>Total Expenditures</b>	<b>52,474,666</b>	<b>61,408,221</b>	<b>62,581,302</b>	<b>60,404,457</b>	<b>65,760,013</b>
<b>EXPENDITURES BY ACTIVITY:</b>					
Public Works Administration	4101 354,068	311,864	313,686	360,335	440,733
Engineering	4102 632,350	796,818	863,078	976,674	1,305,882
Public Works Operations	4103 127,688	121,113	147,113	114,286	285,388
Facilities Services	4110 1,085,926	1,360,818	1,437,140	1,384,540	1,527,656
Street Maintenance and Sidewalk Repair	4210 1,366,586	1,738,263	1,738,263	1,550,604	2,133,229
Traffic Engineering	4220 501,701	666,583	697,309	573,704	759,786
Parking Services	4221 1,588,812	1,868,223	1,871,882	1,738,310	1,972,354
Traffic Maintenance	4223 533,840	794,819	819,105	731,885	473,397
Parking Citation and Permits Office	4229 446,069	568,413	568,413	517,157	583,041
After Hours Call Duty Program	4901 -	37,000	37,000	18,150	13,989
Subtotal General Fund	6,637,040	8,263,914	8,492,989	7,965,645	9,495,455
Wharf Gate Operations	4226 487,230	564,783	567,548	524,543	561,962
Subtotal Other General Funds	487,230	564,783	567,548	524,543	561,962
Traffic Signal Maintenance	4224 274,470	259,671	259,671	252,134	253,998
Street Lighting	4225 369,012	455,690	455,690	455,540	430,540
Bicycle/Pedestrian System Maintenance	4227 20,908	32,000	94,092	30,000	35,000
Traffic Impact	4228 48,475	54,672	54,672	52,808	59,690
Clean River, Beaches & Oceans	4235 466,097	517,307	580,215	533,188	684,227
Transportation Development Act	6301 -	701,164	701,164	701,164	744,077
Wastewater Customer Service	7201 276,425	290,246	290,246	290,246	304,758
Wastewater Collection Control	7202 2,405,316	2,642,103	2,642,103	2,481,986	2,913,720
Wastewater Treatment Facility	7203 8,682,181	10,331,428	10,641,959	10,382,470	10,225,631
Secondary Plant Parks Mitigation	7204 383,332	463,051	463,051	447,728	601,087
Wastewater Source Control	7205 529,413	655,837	658,837	630,845	669,143
Wastewater Pump House	7206 56,569	133,000	195,330	205,330	48,000
Wastewater Admin Charges	7207 721,721	870,929	870,929	870,929	914,475
Wastewater Lab	7208 927,237	1,311,106	1,379,215	1,382,891	1,346,157
Sewer Debt Service	7242 3,670,388	3,690,916	3,690,916	3,692,866	3,684,967
Refuse Customer Accounting	7301 414,637	435,369	435,369	438,318	462,137
Resource Recovery Collection - Containers	7302 6,247,308	7,060,795	7,155,237	6,886,774	6,872,790
Refuse Disposal	7303 5,096,014	6,264,669	6,316,038	6,287,337	6,075,038
Recycling Program - Processing	7304 1,770,698	1,968,237	1,977,160	1,964,470	2,148,423

\*Sums may have discrepancies due to rounding

# Public Works

## DEPARTMENT SUMMARY

		Fiscal Year* 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
			Adopted Budget	Amended* Budget	Estimated Actual	
Resource Recovery Collection - Cart	7305	2,545,182	2,844,053	2,852,943	2,784,629	3,623,197
Waste Reduction	7306	328,569	443,994	456,010	457,145	508,321
Street Cleaning	7307	748,961	1,141,851	1,141,851	1,119,628	1,089,943
Off-Street Parking	7401	4,182,115	4,533,897	4,653,428	4,018,671	5,035,098
Storm Water Management	7501	772,858	1,210,935	1,283,034	1,022,085	1,251,042
Storm Water Overlay Debt Service	7540	180,272	190,155	190,155	190,153	189,650
Mechanical Maintenance	7831	2,940,673	3,379,953	3,343,409	3,287,407	3,557,481
Communications	7832	31,526	31,700	31,700	11,700	11,700
Employee Commute Van	7833	1,973	2,818	2,818	2,818	2,818
Vehicle Lease Program	7835	1,182,693	556,756	648,300	937,000	1,637,188
Pool Vehicles	7836	47,810	65,222	65,222	56,009	37,450
City Schools	7837	31,062	40,000	40,000	40,000	40,000
Equipment Lease Program	7839	-	-	-	-	244,850
Subtotal Other Funds		45,353,896	52,579,524	53,570,764	51,914,269	55,702,596
Total Expenditures		52,478,166	61,408,221	62,631,302	60,404,457	65,760,013
<b>RESOURCES BY FUND</b>						
General Fund	101	4,152,041	3,248,520	3,250,520	4,175,021	4,444,389
Municipal Wharf	104	1,236,659	1,250,000	1,250,000	1,250,050	1,250,000
Gasoline Tax	221	1,378,643	1,308,873	1,308,873	1,253,353	1,805,606
Traffic Impact Fee-Citywide Fund	226	1,418,395	100,000	100,000	-	500,000
Clean River, Beaches & Ocean Tax Fund	235	628,787	630,000	630,000	630,000	635,658
Transportation Development Act	291	-	701,164	701,164	701,164	744,077
Wastewater	721	19,992,755	19,960,000	19,960,000	21,843,159	21,670,847
Refuse	731	18,861,346	16,601,000	16,751,136	18,561,443	19,465,900
Parking	741	4,913,014	4,376,500	4,376,500	4,370,342	4,448,000
Storm Water	751	576,435	573,890	573,890	573,890	579,307
Storm Water Overlay	752	319,736	323,489	323,489	323,489	323,694
Equipment Operations	811	4,156,639	3,797,973	3,822,006	3,467,509	4,639,050
Total Resources		57,634,449	52,871,409	53,047,578	57,149,420	60,506,528
Net General Fund Cost		<b>(2,484,999)</b>	<b>(5,015,394)</b>	<b>(5,242,469)</b>	<b>(3,790,624)</b>	<b>(5,051,066)</b>
		<b>FY 2016</b>			<b>FY 2017</b>	<b>FY 2018</b>
<b>TOTAL AUTHORIZED PERSONNEL:</b>		235.70			239.70	242.70

\*Sums may have discrepancies due to rounding



# Public Works Administration

Activity Number: 4101  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

### Activity Description:

Responsible for the overall administration and direction of the various public works activities. Provides staff support to Transportation and Public Works Commission and Downtown Commission. Administers refuse, wastewater, storm water, and parking enterprise funds. Develops and implements City policy guiding maintenance of public roads, bridges, and other infrastructure.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	307,398	211,908	213,730	266,408	300,904
Services, Supplies, and Other Charges	46,670	99,956	99,956	93,927	139,829
Total Expenditures	<u>354,068</u>	<u>311,864</u>	<u>313,686</u>	<u>360,335</u>	<u>440,733</u>
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	18,258	32,139	32,139	32,139	33,746
Rents, & Misc Revenues	5,000	7,000	9,000	10,000	10,000
Total Resources	<u>23,258</u>	<u>39,139</u>	<u>41,139</u>	<u>42,139</u>	<u>43,746</u>

**Activity Number: 4102**  
**Fund(s): General Fund (101)**  
**Department: 40**

## ACTIVITY SUMMARY

**Activity Description:**

Develops and manages the department’s Capital Improvement Program. Provides professional engineering design, construction contract administration, and contractor controlled services for the Public Works Department and other City departments for the Capital Improvement Program. Provides private development review and approval for City-wide development as it relates to the public right-of-way and utility services, including staff support to Planning Commission and Zoning Board and related duties. Furnishes engineering consultation to other City departments, other agencies, private developers, private engineers, contractors, and the general public. Provides inspections services for the City and City-related projects.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	503,619	621,098	653,786	769,920	1,072,547
Services, Supplies, and Other Charges	128,731	175,720	209,292	206,754	233,335
Total Expenditures	632,350	796,818	863,078	976,674	1,305,882
<b>ACTIVITY RESOURCES:</b>					
Licenses and Permits	128,718	110,000	110,000	187,000	313,000
Charges for Services	156,160	74,800	74,800	83,800	90,800
Total Resources	284,877	184,800	184,800	270,800	403,800

\*Sums may have discrepancies due to rounding

# Public Works Operations

Activity Number: 4103  
 Fund(s): General Fund (101)  
 Department: 40

**ACTIVITY SUMMARY**

**Activity Description:**

Responsible for management of street maintenance and sidewalk repair, flood control, traffic maintenance, traffic signals and street lights, fleet maintenance and facilities maintenance, and the corporation yard.

	Fiscal Year 2017			
Fiscal Year 2016 Actuals	Adopted Budget	Amended Budget	Estimated Actual	Fiscal Year 2018 Adopted

**EXPENDITURES BY ACTIVITY:**

Personnel Services	100,900	80,100	80,100	76,681	83,032
Services, Supplies, and Other Charges	26,787	41,013	67,013	37,605	202,356
Total Expenditures	127,688	121,113	147,113	114,286	285,388

\*Sums may have discrepancies due to rounding

# Facilities Services

Activity Number: 4110  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

This activity provides custodial and cleaning services, facility maintenance, minor construction and energy efficiency retrofitting/monitoring for City facilities.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	508,779	553,152	553,152	547,403	652,019
Services, Supplies, and Other Charges	577,147	807,666	883,988	837,137	875,637
Total Expenditures	1,085,926	1,360,818	1,437,140	1,384,540	1,527,656
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	108,216	138,231	138,231	138,231	145,143
Rents, & Misc Revenues	28,191	-	-	-	-
Total Resources	136,407	138,231	138,231	138,231	145,143

\*Sums may have discrepancies due to rounding

# Street Maintenance and Sidewalk Repair

Activity Number: 4210  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

This activity maintains the City's street surfaces, curbs, gutters, surface storm drainage systems, San Lorenzo River and Branciforte creek flood control systems. May repair sidewalks, curbs, and gutters adjacent to City-owned properties to reduce the City's liability and protect the public.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	648,691	883,009	883,009	692,530	931,737
Services, Supplies, and Other Charges	717,895	855,254	855,254	858,074	1,201,492
Total Expenditures	1,366,586	1,738,263	1,738,263	1,550,604	2,133,229
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	-	2,200	2,200	135	2,200
Total Resources	-	2,200	2,200	135	2,200

\*Sums may have discrepancies due to rounding

# Traffic Engineering

Activity Number: 4220  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

### Activity Description:

Provides administration and engineering for all parking control and traffic management programs and projects. Coordinates bicycle/pedestrian and alternative transportation programs and facilities. Responsible for staffing of the Downtown Commission and assists with staffing the Transportation and Public Works Commission. Provides professional engineering design of capital improvement projects relating to traffic and parking. Provides private development review as it relates to traffic and parking.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	359,784	401,072	401,072	368,293	491,106
Services, Supplies, and Other Charges	141,918	265,511	296,237	205,411	268,680
Total Expenditures	<u>501,701</u>	<u>666,583</u>	<u>697,309</u>	<u>573,704</u>	<u>759,786</u>
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	3,500	2,650	2,650	-	-
Total Resources	<u>3,500</u>	<u>2,650</u>	<u>2,650</u>	<u>-</u>	<u>-</u>

# Parking Services

Activity Number: 4221  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

### Activity Description:

Provides for all parking control and enforcement in the City, including patrol of metered and timed parking spaces, lots, garages, and residential parking permit areas. Provides installation, maintenance, and repairs of parking meters, gates, and pay equipment; collects monies from meters and pay stations; cleans and maintains parking lots (Maintenance of downtown parking district lots and equipment is funded in Activity 7401-Off Street Parking).

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	1,188,979	1,276,979	1,276,979	1,220,149	1,353,841
Services, Supplies, and Other Charges	399,833	589,244	592,903	516,161	615,513
Capital Outlay	-	2,000	2,000	2,000	3,000
Total Expenditures	<u>1,588,812</u>	<u>1,868,223</u>	<u>1,871,882</u>	<u>1,738,310</u>	<u>1,972,354</u>

# Traffic Maintenance

Activity Number: 4223  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Installs and maintains traffic and parking painting, signing, and traffic management devices. Provides supervision of traffic signal and street lighting.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
Personnel Services	313,594	347,379	347,379	295,677	382,936
Services, Supplies, and Other Charges	220,246	447,440	471,726	436,208	90,461
Total Expenditures	533,840	794,819	819,105	731,885	473,397

**EXPENDITURES BY ACTIVITY:**

\*Sums may have discrepancies due to rounding



# Traffic Signal Maintenance

Activity Number: 4224  
 Fund(s): Gasoline Tax (221)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

This activity provides for the operation and maintenance of 41 City-owned traffic signals and other related equipment.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	92,206	36,628	36,628	37,252	38,835
Services, Supplies, and Other Charges	182,264	223,043	223,043	214,882	215,163
Total Expenditures	274,470	259,671	259,671	252,134	253,998

\*Sums may have discrepancies due to rounding

# Street Lighting

Activity Number: 4225  
 Fund(s): Gasoline Tax (221)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides for the operation and maintenance of approximately 1,800 City-owned streetlights. Funds maintenance contracts and power costs for approximately 1,200 PG&E-owned lights.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	344,060	430,690	430,690	430,540	430,540
Debt Service	24,953	25,000	25,000	25,000	-
Total Expenditures	369,012	455,690	455,690	455,540	430,540

\*Sums may have discrepancies due to rounding

# Wharf Gate Operations

Activity Number: 4226

## ACTIVITY SUMMARY

Fund(s): Municipal Wharf (101 & 104)

Department: 40

**Activity Description:**

Provides for operation and maintenance of the attended parking gate at the Municipal Wharf, as well as permit parking, special event and promotional parking programs on the Wharf.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	419,777	486,336	486,336	453,506	480,848
Services, Supplies, and Other Charges	62,491	78,447	81,212	71,037	81,114
Capital Outlay	4,963	-	-	-	-
Total Expenditures	487,230	564,783	567,548	524,543	561,962
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	1,163,253	1,200,000	1,200,000	1,200,000	1,200,000
Rents, & Misc Revenues	73,406	50,000	50,000	50,050	50,000
Total Resources	1,236,659	1,250,000	1,250,000	1,250,050	1,250,000

\*Sums may have discrepancies due to rounding

# Bicycle/Pedestrian System Maintenance

Activity Number: 4227  
 Fund(s): Gasoline Tax (221)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides for maintenance and minor improvements to bikeways, bike parking and pedestrian ways. Funding from annual TDA grant allocation.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	17,408	32,000	44,092	30,000	35,000
Total Expenditures	17,408	32,000	44,092	30,000	35,000
<b>ACTIVITY RESOURCES:</b>					
Grants	9,453	-	-	-	-
Total Resources	9,453	-	-	-	-

\*Sums may have discrepancies due to rounding

# Traffic Impact

Activity Number: 4228  
 Fund(s): Traffic Impact Fee-Citywide Fund (226)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Citywide traffic impact fees are charged on all land use and construction permits that create a notable traffic impact, in order to provide funds to design, administer, acquire right-of-way, and construct planned traffic improvement projects.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
	Adopted Budget	Amended Budget	Estimated Actual	
Personnel Services	48,475	54,672	54,672	59,690
Total Expenditures	48,475	54,672	54,672	59,690

**EXPENDITURES BY ACTIVITY:**

\*Sums may have discrepancies due to rounding

# Parking Citation and Permits Office

Activity Number: 4229  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Accepts and processes payments for parking citations; administers requests for hearings on citations and claims for unpaid citations; administers residential and garage parking permits.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	312,038	368,122	368,122	349,138	370,844
Services, Supplies, and Other Charges	134,031	200,291	200,291	168,019	212,197
Total Expenditures	446,069	568,413	568,413	517,157	583,041
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	890	1,000	1,000	750	1,000
Total Resources	890	1,000	1,000	750	1,000

\*Sums may have discrepancies due to rounding

# Clean River, Beaches & Oceans

Activity Number: 4235

## ACTIVITY SUMMARY

Fund(s): Clean River, Beaches & Ocean Tax Fund (235)

Department: 40

### Activity Description:

Provides funding for water quality programs to prevent pollution from reaching our waterways and beaches.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	178,496	143,018	156,506	104,185	157,248
Services, Supplies, and Other Charges	287,601	374,289	423,709	429,003	526,979
Total Expenditures	<u>466,097</u>	<u>517,307</u>	<u>580,215</u>	<u>533,188</u>	<u>684,227</u>

# After Hours Call Duty Program

Activity Number: 4901  
 Fund(s): General Fund (101)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

This activity accounts for contributions from a variety of funds to create a labor pool for use in responding to after hours emergencies, such as a broken sewer line, or storm debris removal to prevent flooding. The labor pool is established on a voluntary basis which may require an employee to respond to an emergency not associated with that employee's normal duty or funding source. An estimate of annual costs is made and contributions come from the General Fund, Water Enterprise Fund, Wastewater Enterprise Fund, Parking Enterprise Fund, and the Golf Enterprise Fund. Contributions from each fund are designated only for use in responding to emergencies arising out of that fund's operation. A reconciliation is done at year end and is used as the basis for estimating the next year contribution from each participating fund.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
Personnel Services	-	37,000	37,000	18,150	13,989
Total Expenditures	-	37,000	37,000	18,150	13,989

**EXPENDITURES BY ACTIVITY:**

\*Sums may have discrepancies due to rounding



# Transportation Development Act

**Activity Number: 6301**

## ACTIVITY SUMMARY

**Fund(s): Transportation Development Act (291)**

**Department: 40**

**Activity Description:**

The Transportation Development Act activity accounts for a 1/4 State sales tax, which is allocated to the Regional Transportation Commission based on taxable sales in Santa Cruz County. The City receives a portion of those funds based on population, which is used for bicycle and pedestrian projects. Acting as the public agency sponsor, the City will contract with and pass through a portion of the TDA funds to non-profit agencies that utilize the funding to meet specialized or unmet transportation needs.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	-	701,164	701,164	701,164	744,077
Total Expenditures	-	701,164	701,164	701,164	744,077
<b>ACTIVITY RESOURCES:</b>					
Grants	-	701,164	701,164	701,164	744,077
Total Resources	-	701,164	701,164	701,164	744,077

\*Sums may have discrepancies due to rounding

# Wastewater Customer Service

Activity Number: 7201  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Funds wastewater share of the City Water Department customer service operation, which handles billing and accounting for wastewater service, as well as start-up and ending service, customer complaints, and providing information to the public.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
Services, Supplies, and Other Charges	276,425	290,246	290,246	290,246	304,758
Total Expenditures	276,425	290,246	290,246	290,246	304,758

**EXPENDITURES BY ACTIVITY:**

\*Sums may have discrepancies due to rounding

# Wastewater Collection Control

Activity Number: 7202  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides for the operation and maintenance of the City's subsurface storm water and wastewater systems. This includes maintenance and repair of catch basins, pumps, and City-wide pump station facilities, collection lines and structures in the wastewater and subsurface storm water systems.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	1,764,059	1,938,589	1,938,589	1,875,068	2,081,403
Services, Supplies, and Other Charges	515,315	703,514	703,514	606,918	822,317
Capital Outlay	125,942	-	-	-	10,000
Total Expenditures	2,405,316	2,642,103	2,642,103	2,481,986	2,913,720
<b>ACTIVITY RESOURCES:</b>					
Total Resources	-	-	-	-	-

\*Sums may have discrepancies due to rounding

# Wastewater Treatment Facility

Activity Number: 7203  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides for the operation, monitoring and maintenance of a regional wastewater treatment and disposal facility. Wastewater treatment and ocean outfall disposal is provided for the City of Santa Cruz and the Santa Cruz County Sanitation District (Live Oak, Capitola, Soquel and Aptos). Septage disposal is provided for the County of Santa Cruz. Disposal of the City of Scotts Valley's Wastewater Treatment Plant effluent is provided through the City of Santa Cruz Wastewater Treatment Facility Outfall.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	3,904,517	4,614,640	4,663,672	4,307,748	4,821,660
Services, Supplies, and Other Charges	4,428,475	4,917,988	5,002,938	5,099,311	5,126,921
Capital Outlay	349,188	798,800	975,349	975,411	277,050
Total Expenditures	8,682,181	10,331,428	10,641,959	10,382,470	10,225,631
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	11,944	40,000	40,000	25,000	40,000
Total Resources	11,944	40,000	40,000	25,000	40,000

\*Sums may have discrepancies due to rounding

# Secondary Plant Parks Mitigation

Activity Number: 7204  
 Fund(s): Wastewater (721)  
 Department: 40

**ACTIVITY SUMMARY**

**Activity Description:**

Provides for the operation and maintenance of Neary Lagoon Park and mitigation areas for construction of Wastewater Plant Secondary Facilities.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
	Adopted Budget	Amended Budget	Estimated Actual	

**EXPENDITURES BY ACTIVITY:**

Personnel Services	274,495	332,996	332,996	326,123	457,320
Services, Supplies, and Other Charges	108,837	130,055	130,055	121,605	143,767
Total Expenditures	383,332	463,051	463,051	447,728	601,087

\*Sums may have discrepancies due to rounding

# Wastewater Source Control

Activity Number: 7205  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides inspection, sampling, public education, and monitoring of business and industrial establishments to limit discharge of harmful constituents into the sanitary wastewater system and storm drain system. Issues wastewater and groundwater discharge permits to industrial dischargers. Issues citations and levies fines for code violations. This program is a requirement of the State of California and the U.S. Environmental Protection Agency.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	427,294	454,539	454,539	460,733	496,577
Services, Supplies, and Other Charges	102,119	200,298	203,298	169,112	172,566
Capital Outlay	-	1,000	1,000	1,000	-
Total Expenditures	529,413	655,837	658,837	630,845	669,143
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	-	10,000	10,000	10,000	15,000
Total Resources	-	10,000	10,000	10,000	15,000

\*Sums may have discrepancies due to rounding

# Wastewater Pump House

Activity Number: 7206  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides for the operation and maintenance of the influent sewage pumping station at the Wastewater Treatment Facility.

		Fiscal Year 2017			
Fiscal Year 2016 Actuals	Adopted Budget	Amended Budget	Estimated Actual	Fiscal Year 2018 Adopted	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	56,569	48,000	48,000	58,000	48,000
Capital Outlay	-	85,000	147,330	147,330	-
Total Expenditures	56,569	133,000	195,330	205,330	48,000

\*Sums may have discrepancies due to rounding

# Wastewater Admin Charges

Activity Number: 7207  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Accounts for administrative service charges for the wastewater fund.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	721,721	870,929	870,929	870,929	914,475
Total Expenditures	721,721	870,929	870,929	870,929	914,475

\*Sums may have discrepancies due to rounding



# Wastewater Lab

Activity Number: 7208  
 Fund(s): Wastewater (721)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides analytical, monitoring and consultative services for the City's sewer, storm water and related environmental analyses, including Pretreatment, Collection, and Operations, and discharge from the treatment facility. Compiles, reviews, and reports data for facility permit and treatment processes. Provides contract lab services to other departments and local agencies upon request.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	416,301	502,293	502,293	512,018	595,280
Services, Supplies, and Other Charges	489,803	758,313	768,074	762,024	694,877
Capital Outlay	21,134	50,500	108,849	108,849	56,000
Total Expenditures	927,237	1,311,106	1,379,215	1,382,891	1,346,157

\*Sums may have discrepancies due to rounding

# Sewer Debt Service

Activity Number: 7242  
 Fund(s): Wastewater (721)  
 Department: 40

**ACTIVITY SUMMARY**

**Activity Description:**

Funds principal and interest payments on issued debt.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Debt Service	3,670,388	3,690,916	3,690,916	3,692,866	3,684,967
Total Expenditures	3,670,388	3,690,916	3,690,916	3,692,866	3,684,967

\*Sums may have discrepancies due to rounding

# Refuse Customer Accounting

Activity Number: 7301  
 Fund(s): Refuse (731)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Funds refuse share of the City Water Department Customer Service operation, which handles billing and accounting for refuse services, as well as start-up and ending refuse and recycling service, customer complaints, and providing information to the public.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
	Adopted Budget	Amended Budget	Estimated Actual	

**EXPENDITURES BY ACTIVITY:**

Services, Supplies, and Other Charges	414,637	435,369	435,369	438,318	462,137
Total Expenditures	414,637	435,369	435,369	438,318	462,137

\*Sums may have discrepancies due to rounding

## Resource Recovery Collection - Containers

Activity Number: 7302

### ACTIVITY SUMMARY

Fund(s): Refuse (731)

Department: 40

**Activity Description:**

Responsible for collection of refuse, recycling, and organic materials from customers using large containers. Also includes Refuse Fund administrative costs.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	2,745,860	3,025,540	3,025,540	2,987,308	3,334,761
Services, Supplies, and Other Charges	1,850,215	2,119,701	2,160,801	1,924,592	2,499,452
Capital Outlay	1,078,396	1,506,647	1,559,989	1,559,989	623,342
Debt Service	572,838	408,907	408,907	414,885	415,235
Total Expenditures	6,247,308	7,060,795	7,155,237	6,886,774	6,872,790

# Refuse Disposal

**Activity Number: 7303**

## ACTIVITY SUMMARY

**Fund(s): Refuse (731)**

**Department: 40**

**Activity Description:**

Maintains and operates the sanitary landfill at the Resource Recovery Facility (RRF) for use by the City refuse operation and private individuals and businesses from the City. Diverts and processes greenwaste and construction and demolition debris. Ensures that the landfill meets all local, state, and federal regulatory requirements. Operates and performs field maintenance on equipment used at the landfill. Funds the Household Hazardous Waste Drop-Off site through a contract with the County.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	2,340,972	2,463,441	2,463,441	2,659,543	2,747,312
Services, Supplies, and Other Charges	1,804,554	2,231,970	2,283,339	2,059,941	2,434,811
Capital Outlay	162,782	810,000	810,000	810,000	135,000
Debt Service	787,706	759,258	759,258	757,853	757,915
Total Expenditures	5,096,014	6,264,669	6,316,038	6,287,337	6,075,038

\*Sums may have discrepancies due to rounding

# Recycling Program - Processing

Activity Number: 7304

## ACTIVITY SUMMARY

Fund(s): Refuse (731)

Department: 40

**Activity Description:**

Operates and maintains the recycling drop-off and processing center at the City Resource Recovery Facility. Accepts, sorts, and processes recyclable items, such as newspapers, metals, glass, appliances, plastics, etc., and sells materials to commercial markets.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted	
	Adopted Budget	Amended Budget	Estimated Actual		
Personnel Services	1,007,684	1,119,105	1,119,105	1,124,553	1,211,622
Services, Supplies, and Other Charges	763,014	814,132	823,055	804,917	921,801
Capital Outlay	-	35,000	35,000	35,000	15,000
Total Expenditures	1,770,698	1,968,237	1,977,160	1,964,470	2,148,423

**EXPENDITURES BY ACTIVITY:**

\*Sums may have discrepancies due to rounding

# Resource Recovery Collection - Cart

Activity Number: 7305  
 Fund(s): Refuse (731)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Responsible for collection of refuse, recycling, and organic materials from customers using carts.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	1,236,721	1,255,302	1,255,302	1,313,151	1,357,596
Services, Supplies, and Other Charges	699,989	1,009,993	1,018,883	975,793	1,217,894
Capital Outlay	31,734	-	-	-	700,000
Debt Service	576,738	578,758	578,758	495,685	347,707
Total Expenditures	2,545,182	2,844,053	2,852,943	2,784,629	3,623,197
<b>ACTIVITY RESOURCES:</b>					
Total Resources	-	-	-	-	-

\*Sums may have discrepancies due to rounding

# Waste Reduction

Activity Number: 7306  
 Fund(s): Refuse (731)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Promotes waste reduction to meet City and State goals through public information and education programs about solid waste source reduction, reuse, recycling, household hazardous waste disposal, composting, pollution prevention, and related areas.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	236,317	265,788	265,788	296,939	320,301
Services, Supplies, and Other Charges	92,252	178,206	190,222	160,206	188,020
Total Expenditures	328,569	443,994	456,010	457,145	508,321
<b>ACTIVITY RESOURCES:</b>					
Grants	16,922	16,000	16,136	16,393	-
Total Resources	16,922	16,000	16,136	16,393	-

\*Sums may have discrepancies due to rounding



# Street Cleaning

**Activity Number: 7307**

## ACTIVITY SUMMARY

**Fund(s): Refuse (731)**

**Department: 40**

**Activity Description:**

Responsible for the regular sweeping to remove refuse and debris from streets and bike paths within the commercial and residential areas of the City in order to reduce litter, rodents, and water pollution, and to promote safety.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
	Adopted Budget	Amended Budget	Estimated Actual	

**EXPENDITURES BY ACTIVITY:**

Personnel Services	440,687	490,105	490,105	500,257	501,246
Services, Supplies, and Other Charges	136,611	220,915	220,915	189,140	314,866
Capital Outlay	99,653	360,000	360,000	360,000	203,000
Debt Service	72,010	70,831	70,831	70,231	70,831
Total Expenditures	748,961	1,141,851	1,141,851	1,119,628	1,089,943

# Off-Street Parking

Activity Number: 7401  
 Fund(s): Parking (741)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides for the management, security, maintenance, enforcement, and collection of all parking meters, garages, and public parking lots within the Downtown Parking District. Directs and administers activities such as bicycle parking, permit programs, lot signage, etc., within the district.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	2,414,264	2,526,803	2,526,803	2,487,169	2,611,033
Services, Supplies, and Other Charges	1,224,557	1,472,727	1,585,824	1,359,410	1,981,395
Capital Outlay	117,698	112,500	118,934	120,636	105,000
Debt Service	425,596	421,867	421,867	51,456	337,670
Total Expenditures	4,182,115	4,533,897	4,653,428	4,018,671	5,035,098
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	2,853	-	-	-	-
Rents, & Misc Revenues	2,853	-	-	-	-
Total Resources	5,707	-	-	-	-

\*Sums may have discrepancies due to rounding

# Storm Water Management

Activity Number: 7501  
 Fund(s): Storm Water (751)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Provides funding for various engineering, design, and management services required for implementation of the San Lorenzo River flood control projects, and for federal and state mandated storm water pollution prevention programs.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	109,892	121,682	121,682	119,535	128,300
Services, Supplies, and Other Charges	466,265	881,768	953,867	695,068	915,809
Debt Service	196,700	207,485	207,485	207,482	206,933
Total Expenditures	772,858	1,210,935	1,283,034	1,022,085	1,251,042
<b>ACTIVITY RESOURCES:</b>					
Total Resources	-	-	-	-	-

\*Sums may have discrepancies due to rounding

# Storm Water Overlay Debt Service

Activity Number: 7540  
 Fund(s): Storm Water Overlay (752)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Funds principal and interest payments on issued debt.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Debt Service	180,272	190,155	190,155	190,153	189,650
Total Expenditures	180,272	190,155	190,155	190,153	189,650

\*Sums may have discrepancies due to rounding

# Mechanical Maintenance

Activity Number: 7831

## ACTIVITY SUMMARY

Fund(s): Equipment Operations (811)

Department: 40

**Activity Description:**

Responsible for furnishing maintenance services for City-owned vehicles and mechanical equipment. This activity is supported through vehicle maintenance charges to user departments.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	978,668	1,108,381	1,108,381	970,996	1,222,973
Services, Supplies, and Other Charges	1,947,301	2,271,572	2,235,028	2,316,411	2,334,508
Capital Outlay	14,704	-	-	-	-
Total Expenditures	2,940,673	3,379,953	3,343,409	3,287,407	3,557,481
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	33,870	40,000	40,000	1,969,721	1,969,721
Total Resources	33,870	40,000	40,000	1,969,721	1,969,721

\*Sums may have discrepancies due to rounding

# Communications

Activity Number: 7832  
 Fund(s): Equipment Operations (811)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

Plans, coordinates and manages radio communications systems for all City departments. Responsibilities include administration of the equipment maintenance contract, reassignment of equipment from one department to another and review of the compatibility of new radio purchases with existing systems in the City.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	9,648	11,700	11,700	11,700	11,700
Capital Outlay	21,879	20,000	20,000	-	-
Total Expenditures	31,526	31,700	31,700	11,700	11,700
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	-	-	-	10,000	10,000
Total Resources	-	-	-	10,000	10,000

\*Sums may have discrepancies due to rounding

# Employee Commute Van

Activity Number: 7833  
 Fund(s): Equipment Operations (811)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

A grant provided by the Monterey Bay Unified Air Pollution Control District was used to purchase an employee commute van and a number of City employees have formed a van pool and pay the costs for the operation and maintenance of the van in an effort to reduce pollution and traffic.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	1,973	2,818	2,818	2,818	2,818
Total Expenditures	1,973	2,818	2,818	2,818	2,818
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	7,540	7,000	7,000	7,000	7,000
Total Resources	7,540	7,000	7,000	7,000	7,000

\*Sums may have discrepancies due to rounding

# Vehicle Lease Program

Activity Number: 7835  
 Fund(s): Equipment Operations (811)  
 Department: 40  
 Activity Description:

## ACTIVITY SUMMARY

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Capital Outlay	963,406	556,756	648,300	588,036	1,054,500
Debt Service	219,287	-	-	348,964	582,688
Total Expenditures	1,182,693	556,756	648,300	937,000	1,637,188
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	-	597,268	597,268	629,316	1,046,365
Transfers In & Other Financing Sources	936,469	-	24,033	588,036	1,054,500
Total Resources	936,469	597,268	621,301	1,217,352	2,100,865



# Pool Vehicles

Activity Number: 7836  
 Fund(s): Equipment Operations (811)  
 Department: 40

## ACTIVITY SUMMARY

**Activity Description:**

This activity accounts for costs associated with pool vehicles.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Services, Supplies, and Other Charges	47,810	37,450	37,450	37,450	37,450
Capital Outlay	-	27,772	27,772	18,559	-
Total Expenditures	47,810	65,222	65,222	56,009	37,450
<b>ACTIVITY RESOURCES:</b>					
Total Resources	-	-	-	-	-

\*Sums may have discrepancies due to rounding

Activity Number: 7837  
 Fund(s): Equipment Operations (811)  
 Department: 40

ACTIVITY SUMMARY

Activity Description:

The City has a cooperative agreement to provide fuel to Santa Cruz City Schools. This activity accounts for the costs and payments from City Schools for the fuel.

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
	Adopted Budget	Amended Budget	Estimated Actual	

EXPENDITURES BY ACTIVITY:

Services, Supplies, and Other Charges	31,062	40,000	40,000	40,000	40,000
Total Expenditures	<u>31,062</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>

Activity Number: 7838  
 Fund(s): Equipment Operations (811)  
 Department: 40  
 Activity Description:

ACTIVITY SUMMARY

Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
	Adopted Budget	Amended Budget	Estimated Actual	
Charges for Services	7,977	5,500	5,500	5,500
Total Resources	<u>7,977</u>	<u>5,500</u>	<u>5,500</u>	<u>5,500</u>

ACTIVITY RESOURCES:

\*Sums may have discrepancies due to rounding

# Equipment Lease Program

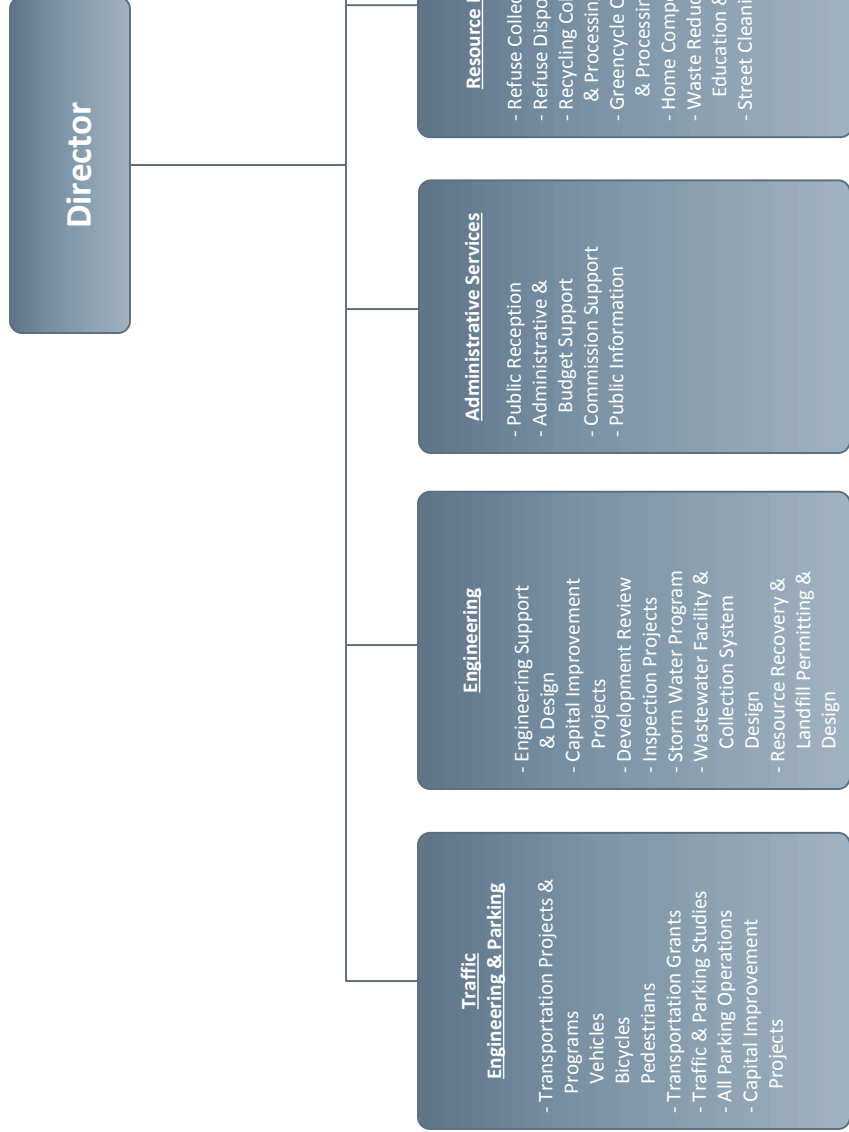
Activity Number: 7839  
 Fund(s): Equipment Operations (811)  
 Department: 40  
 Activity Description:

## ACTIVITY SUMMARY

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Capital Outlay	-	-	-	-	199,000
Debt Service	-	-	-	-	45,850
Total Expenditures	-	-	-	-	244,850
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	-	-	-	-	89,770
Transfers In & Other Financing Sources	-	-	-	-	199,000
Total Resources	-	-	-	-	288,770

\*Sums may have discrepancies due to rounding

# Public Works Department



\* Shown by function.

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