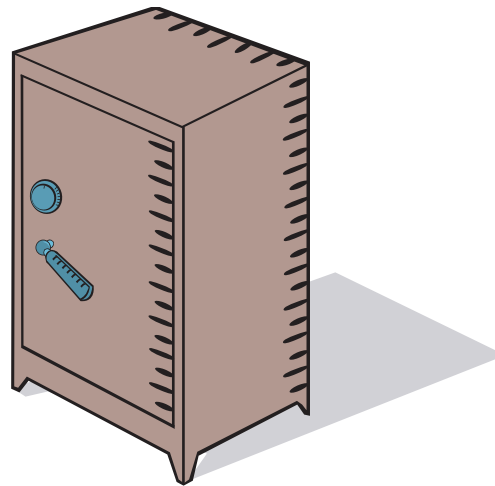
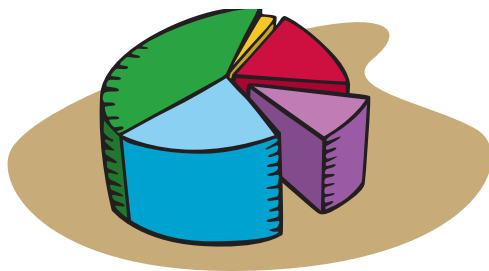




COMPREHENSIVE BUDGET Fiscal Year 2004-05



FINAL



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SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
Comprehensive Budget - Fiscal Year 2004-05
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GENERAL OVERVIEW

The FY 2004-05 Comprehensive Budget continues longstanding SBCAG policies of prudent fiscal management and long-term financial stability. The budget document format and organization are designed to provide clear information to the Board and members of the public and to make the budget an effective internal management tool.

The budgets for individual programs (e.g. SAFE, Traffic Solutions) are consolidated in a single budget document. Revenues and expenditures for each program are shown separately, within the larger context. The budget document provides summary information on revenues and expenditures to provide an overall perspective on the SBCAG's finances. In addition, the budget document provides additional information on past year (FY 2002-03) revenues and expenditures and estimated revenues and expenditures for the current year (FY 2003-04), for purposes of year-to-year comparisons.

The SBCAG consolidated budget is a compilation of budgets adopted for five separate accounting funds comprised of the General Fund, Traffic Solutions, Service Authority for Freeway Emergencies (SAFE), Local Transportation Authority (Measure D) and Debt Service. The proposed consolidated budget for FY 2004-05 is \$22.2 million, a 56% decrease from the adopted budget for the current year. This significant decrease reflects the activities of a \$27.5 million bond refunding, which occurred in the current year and will not be repeated in FY 2004-05. The proposed budget includes \$11.1 million in costs related to capital improvement projects for which SBCAG is responsible and \$4.3 million in bond debt service payments.

The proposed General Fund budget which includes most of SBCAG's staff and operating costs is \$3.3 million, a 6% decrease from the current year. Revenues anticipated from several different local, state and federal sources are expected to meet

budgetary requirements along with a draw on available fund balance of \$62,600.

A section is included in the budget document, which describes the agency's performance goals, objectives and accomplishments. A section for each of SBCAG's divisions reports on progress in meeting performance measures established for the current year budget, and outlines work objectives and performance measures for the coming year. These will continue to be monitored in future years and used to allocate SBCAG's resources to ensure maximum benefit to the region as a whole.

KEY PROGRAM ISSUES

The Comprehensive Budget is closely tied to the FY 2004-05 Overall Work Program (OWP) adopted by the board in March 2004. The OWP describes the activities SBCAG proposes to undertake during the coming year. The OWP lays much of the groundwork for the budget in that it assigns staff resources to specific work tasks and products.

Major initiatives planned for FY 2004-05 are described in detail in the Overall Work Program. Following is a summary of some of the key projects that will be undertaken during the year:

Transportation Planning and Programming

- ❖ Continued improvements in the area of public awareness and communication, including SBCAG's website and other public information materials
- ❖ Completion of the 2004 Federal Transportation Improvement Program
- ❖ Continuing work on the 101 in Motion Project which will provide a long-term, community supported strategy for relieving congestion on the South Coast 101 corridor

- ❖ Completing an update of the Regional Transportation Plan
- ❖ Completion of the Regional Bikeway Plan
- ❖ Implementation of the North County Intercommunity Transit Service Plan
- ❖ Completion of the Park-and-Ride Lot Inventory and Improvement Plan.

Service Authority for Freeway Emergencies (SAFE)

During FY 2004-05, the SAFE program will complete a Capital Replacement Plan to upgrade the highway callbox system and make the system more accessible to persons with disabilities. The project is being funded through a \$1.05 million federal grant, and revenues from the SAFE fund balance of \$0.4 million will provide local matching funds. A plan for implementing a Freeway Service Patrol program for the South Coast 101 Corridor will be completed in FY 2004-05.

Traffic Solutions

In July 2004, two of the three new Clean Air Express expansion routes will be added to the program. In January 2005, Traffic Solutions will be adding one more additional Clean Air Express route to the service. The new expansion service will be heavily marketed throughout the 2004-05 fiscal year. One of the most significant projects for Traffic Solutions will be the countywide Telework and Flexible Work Schedules Pilot program. This is a one and a half year program that began in late FY 2003-04. Other projects that will be undertaken by Traffic Solutions include:

- ❖ Implementing numerous programs and developing collateral material to promote alternatives to peak period single occupant auto travel.
- ❖ Updating and reproducing both the Countywide Bicycle Map and the Countywide Transit Map.
- ❖ Working with Ventura County Transportation Commission (VCTC) to expand the Coastal Express service and develop a comprehensive marketing campaign to market the service.

- ❖ Updating the Regional Bikeway Plan, offering bicycle safety commuter classes and coordinating the annual Bike to Work Day event.
- ❖ Traffic Solutions will also be forming new vanpools through the Quick Start Vanpool program, New Rider Rebate program and the annual vanpool/rideshare event.
- ❖ Conducting the bi-annual Commuter Profile Survey in early FY 2004-05.

Local Transportation Authority (Measure D)

The Measure D program is funded from a ½ cent countywide sales tax. This program will continue to focus on completion of the remaining regional highway projects in the Measure D expenditure plan. Measure D revenues have been allocated to complete the Route 101 Operational Improvements projects, including the Evans-Sheffield (Ortega Hill) Auxiliary Lane, Milpas-Hot Springs widening, Coastal Express bus service, and the Evans Ave./Ortega Hill Rd. intersection improvement, all designed to relieve congestion on the South Coast 101 corridor. SBCAG will continue to assist Caltrans and our local agencies in delivering the roadway operational projects expeditiously and has hired consultants to assist them with design, engineering or public outreach work. Work on the environmental document for the Route 154 Group 2 operational improvements project will be completed in FY 2004-05.

REVENUE

Federal planning funds provide much of the revenue budgeted in the General Fund for SBCAG's transportation planning and programming activities. In addition to its traditional consolidated planning grant funds, SBCAG also expects to receive Federal appropriations and partnership planning funds for the 101 in Motion Plan. Sales tax revenues from the state Transportation Development Act and Measure D will increase approximately 2.5% over the current year. Furthermore, the General Fund

budget continues to receive contributions from discretionary grants, STIP funds, and various local government contributions.

Revenue for the SAFE program, which is derived from license fees on vehicles registered within the county, remains stable from year to year. These funds, however, are not adjusted for inflation, so their buying power is steadily being eroded.

The Traffic Solutions program has traditionally been supported by STIP and federal CMAQ grant funds. This year, due to the state budget deficit, the STIP Rideshare funds will be suspended. RSTP funds will be used to cover the shortfall in STIP Rideshare money. The Clean Air Express program will be funded with a CMAQ grant (used to fund the 3 new routes), farebox revenue, and a local contribution from APCD.

Some of SBCAG's revenues are subject to more uncertainty than in past years. This is due, in part, to the potential impacts of the state's current budget crisis. STIP funding traditionally provides a substantial share of revenues for SBCAG's General Fund and Traffic Solutions. In FY 2003-04, the state reduced SBCAG's allocation of STIP funds from \$269,000 to \$100,000. STIP funds are not expected to be available to SBCAG in FY 2004-05. In addition, TEA 21—the federal transportation authorization legislation expired in 2003. At the time of budget preparation a new transportation reauthorization bill had not yet been enacted. While it is anticipated that most funding programs authorized under TEA 21, including those that provide metropolitan planning funds, will be continued in the new bill, little is known about the likely funding levels. Staff believes that it is reasonable to assume that federal planning funds will continue to be available and has included these funds in the budget. If future actions at the state or federal level result in substantially reduced funding, it will be necessary to modify the budget to achieve cost reductions or secure revenues from other sources.

STAFFING

The FY 2004-05 budget proposes an increase in staffing from 18 FTE to 18.5 FTE with the addition of an administrative position. The new position will help meet the growing workload of administrative and clerical duties. The budget provides sufficient funding to fill all authorized positions for the entire year.

COMPENSATION AND FRINGE BENEFITS

Recognizing the importance of SBCAG's need to recruit and retain qualified staff and in order to ensure that SBCAG's salary and benefit package is competitive, the Board previously authorized staff to work with a consultant on a comprehensive compensation and benefits study. The Board accepted and partially implemented the recommendations from the study during the current year. The draft budget includes sufficient funds to accommodate the balance of the recommended benefit allowance adjustment to offset a larger portion of employee health insurance costs.

The budget also includes an across-the-board cost-of-living adjustment (COLA) to all employee salary ranges of 3% effective June 21, 2004. This is consistent with the most recently available Consumer Price Index (CPI) data, which shows an annual increase of approximately 3%.

The overall increase in salaries and benefits in FY 2004-05 is more than 9%. The salaries account shows an increase of approximately 6.6% based on the recommended cost-of-living adjustment, normal merit increases, and the addition of a new administrative position for the last half of the year. Increases in benefit costs are the result of a continuing rise in health insurance premiums plus inclusion of the remainder of the benefit allowance adjustment. Retirement contribution rates will also increase again in the next fiscal year.

The net effect of all salary and benefit cost adjustments is an increase of \$155,500 in FY 2004-05. About 21% of this overall increase involves rate changes (e.g. health insurance, dental/vision insurance, retirement contributions) that are beyond the control of the agency. The recommended COLA and regular merit increases are responsible for approximately 42% of the total increase and the balance of the benefit allowance adjustment represents about 18%. The remaining 19% reflects the costs associated with the new administrative position.

PROFESSIONAL SERVICES

The FY 2004-05 budget includes several consultant contracts which are described in more detail in SBCAG's Overall Work Program (OWP). These costs will be paid out of the General Fund and include:

- ❖ Consultant assistance in connection with the 101 in Motion Plan (\$900,000)
- ❖ A Measure D community information program (\$25,000)
- ❖ Consultant assistance and software licenses associated with the travel demand model (\$35,000)
- ❖ A legislative services consultant (\$30,000)
- ❖ Consultant assistance with the Transportation Improvement Program (\$23,000)
- ❖ Consultant assistance with the Regional Transportation Plan (\$15,000)

GENERAL FUND BALANCE

SBCAG maintains a prudent balance in the General Fund from year to year as a contingency reserve. This reserve is needed to ensure adequate cash flow as many of SBCAG's funding sources are on a reimbursement basis. In addition, a reserve is needed as a safety net because SBCAG's funding sources are vulnerable

to state and federal legislation and budgetary actions, losses in state matching funds, delays in grant awards, etc.

The General Fund balance at the end of the current fiscal year is expected to be approximately \$510,500. It is anticipated that \$62,600 of existing fund balance will be used in conjunction with projected revenues to cover all expenditures budgeted for FY 2004-05, resulting in an ending fund balance at June 30, 2005, of approximately \$447,900.

OTHER ISSUES

Legal Services

The budget includes a total of \$371,000 for legal services. \$270,000 of this amount has been earmarked for pending litigation associated with the Route 1 (Measure D) construction project. \$101,000 has been budgeted for legal services provided by County Counsel.

Fixed Assets

\$35,000 has been included in the FY 2004-05 budget to continue an update of existing computer equipment and to provide for office furnishing and equipment needs.

FY 2004-05 OBJECTIVES AND PERFORMANCE MEASURES

SBCAG staff is organized into four divisions, some of them encompassing more than one programmatic unit. SBCAG has developed objectives and performance measures for its various organizational units, as a starting point for determining funding requirements for each unit. This section describes the functions of each unit, summarizes FY 2003-04 accomplishments and performance measures, and details the FY 2004-05 objectives and recommended ongoing performance measures.

Administration Functions

The Administrative Division provides administrative support to all SBCAG staff, including personnel, training, facilities management, accounting and fiscal management, grants administration and clerical support.

Major FY 2003-04 Accomplishments

- ❖ Completed move to Casa Nueva office and installation of new office furnishings.
- ❖ Worked with APCD and the County of Santa Barbara to finalize lease and loan agreements related to the Casa Nueva office building.
- ❖ Prepared the FY 2003-04 Comprehensive Budget and Overall Work Program.
- ❖ Completed the FY 2002-03 Annual Financial Report.
- ❖ Continued efforts to reduce printing and mailing costs by encouraging use of SBCAG website for review and downloading of agendas, reports and publications.
- ❖ Prepared annual report to State Controllers' Office.
- ❖ Prepared and submitted required grant applications, reports and invoices.

- ❖ Completed Compensation and Benefits Study and implemented recommended salary adjustments and first phase of benefit adjustments.
- ❖ Revised staff task assignments to better integrate Traffic Solutions and SBCAG work.
- ❖ Completed triennial federal Planning Certification Review.

FY 2003-04 Performance Measures

- ❖ All SBCAG Board meeting agenda packets sent out eight days prior to the meeting date.
 - ✓ All agenda packets were completed for mailing at least 8 days prior to the meeting date.
- ❖ All SBCAG Board and committee meeting agenda packets posted on website at least 7 days prior to the meeting date.
 - ✓ Board members have requested that posting of agendas occur after they have received copies in the mail which necessitated moving the posting date to 6 days prior to the meeting. All agendas, minutes and staff reports were posted on the website at least 6 days prior to the board meeting date.
- ❖ All grant applications, invoices and reports processed in compliance with federal/state requirements and deadlines.
 - ✓ All grant applications, invoices and reports comply with federal and state requirements and deadlines.
- ❖ All employee performance evaluations completed on time.
 - ✓ 17 out of 18 or 94% of employee performance evaluations were completed on time. The goal each year will continue to be 100%.

FY 2004-05 Objectives

- ❖ Prepare FY 2005-06 Comprehensive Budget and Overall Work Program.
- ❖ Prepare the FY 2003-04 Annual Financial Report.
- ❖ Implement second phase of benefit adjustments recommended in board-approved Compensation and Benefits Study.
- ❖ Make program changes required to implement recommendations from triennial federal planning Certification Review.
- ❖ Continue efforts to reduce printing and mailing costs by encouraging use of SBCAG website for review and downloading of meeting agendas, reports and publications.

FY 2004-05 Performance Measures

- ❖ All SBCAG Board meeting agenda packets mailed at least eight days prior to the meeting date.
- ❖ All SBCAG Board and committee meeting agenda packets posted on website at least 6 days prior to the meeting date.
- ❖ All grant applications, invoices and reports processed in compliance with federal/state requirements and deadlines.
- ❖ All employee performance evaluations completed on time.

Public Information Functions

Increasing awareness and involving the public in all aspects of SBCAG's activities are the key functions of the Government Affairs/Public Information Coordinator. Working in conjunction with the staff, options are explored for appropriate outreach activities for SBCAG projects and programs. The Coordinator insures that the website remains current and provides content for both the SBCAG web site and the monthly electronic newsletter, distributes press releases, works with local media to ensure

information is disseminated to the public in a timely manner and responds to requests for information by the public.

Major FY 2003-04 Accomplishments

- ❖ Expanded media list to include Spanish-language media outlets.
- ❖ Expanded mailing list database to include social service agencies, community-based organizations and private sector groups.
- ❖ Orchestrated numerous newspaper and TV interviews.
- ❖ Completed an upgrade of SBCAG's website including new design, architecture and content

FY 2004-05 Performance Measures

- ❖ Distribute quarterly newsletter by the first week of the following quarter.
 - ✓ SBCAG's quarterly printed newsletter *Regional Review* was discontinued in 2003 and replaced by more timely monthly electronic newsletters.
- ❖ Prepare electronic newsletter and post on web site within two weeks following monthly Board meetings.
 - ✓ In January 2004, SBCAG began publishing its new monthly electronic newsletter *NewsWire*. The newsletter was published within two weeks following the SBCAG monthly board meetings. The Newswire is currently sent to 685 recipients.
- ❖ Obtain earned media (free) valued at a total of \$20,000.
 - ✓ It is difficult to estimate the value the media coverage of SBCAG activities. However, news reports and press

coverage for SBCAG projects, programs and issues easily reached an all time high in FY 2003-04. The majority of the coverage was related to SBCAG board actions and the 101 in Motion project.

FY 2004-05 Objectives

- ❖ Increase public awareness and media coverage of SBCAG meetings, programs, and projects.
- ❖ Produce an SBCAG Annual Report for 2003-04.
- ❖ Update SBCAG website on regular basis including new information about current projects, events, etc.
- ❖ Create and distribute a monthly electronic newsletter.
- ❖ Prepare concise summaries of major reports and documents for public use.
- ❖ Continue to explore opportunities to disseminate SBCAG information to minority, low-income, traditionally underrepresented populations and the Santa Ynez Band of Chumash Indians.
- ❖ Provide presentations on SBCAG programs and projects to community groups on a frequent basis.

FY 2004-05 Performance Measures

- ❖ Post all current SBCAG publications on web site.
- ❖ Prepare electronic newsletter and post on web site within two weeks following monthly Board meetings.
- ❖ Make 25 staff presentations to members of the public, community groups, other governing boards, etc.
- ❖ Increase distribution of monthly electronic newsletter, *NewsWire*, to 750 recipients (approximately 10% increase).

Planning Functions

This program is intended to foster a comprehensive regional planning process which responds to both current and long-range issues of local and regional concern, maintain an effective planning process consistent with federal and state statutes and regulations, and assist in the delivery of programs, projects and services in an effective manner. The Planning Division also administers the state-mandated Congestion Management Program (CMP), Airport Land Use Commission, Census Data Center, regional forecasts, regional travel model, and air quality conformity assessments, among other responsibilities.

Major FY 2003-04 Accomplishments

- ❖ Held public workshops to assist the update of the 2001 Regional Transportation Plan.
- ❖ Completed the 2003 and 2004 unmet transit needs process.
- ❖ Prepared RFP, selected consultant, and board adopted Intercommunity Transit Service Implementation Plan.
- ❖ Prepared RFP, selected consultant, and board approved triennial transit and SBCAG performance audits.
- ❖ Completed the annual Congestion Management Program (CMP) Conformance Assessment.
- ❖ Provided staff assistance to variety of advisory committees
- ❖ Worked with media representatives on a variety of stories.
- ❖ Selected consultant for Highway 101 In-Motion Program, formed advisory committees, initiated baseline studies and public workshops.
- ❖ Board approved annual travel trends report.
- ❖ Reviewed and ranked Section 5310 grant applications.
- ❖ Administered State funded interregional jobs housing project.
- ❖ Distributed results from the 2000 census, prepared 2000 Census overview.

- ❖ Developed GIS mapping capability.
- ❖ Prepared population forecasts for selected special districts for LAFCO.
- ❖ Continued consultant-assisted process to upgrade SBCAG's travel forecasting model. Approved baseline model. Developed forecast data base.
- ❖ Assisted the APCD in the development of the County's Air Quality Maintenance plan to address California standards.
- ❖ Assisted local agencies in updating Housing Elements.

FY 2003-04 Performance Measures

- ❖ Provide ongoing staff support to all SBCAG advisory committees.
 - ✓ Staffed TTAC, TPAC, Subregional Committee, NCTAC, SCTAC, and SBCTAC.
- ❖ Review FTA 5310 grant applications on time.
 - ✓ Grant applications reviewed in a timely manner.
- ❖ Prepare annual Congestion Management Program conformance assessment by April.
 - ✓ Annual conformance assessment completed in April.
- ❖ Submit requests to state/federal agencies for planning grant project reimbursement within 30 days of consultant invoices or quarterly as specified in grant agreement.
 - ✓ Decision made to submit invoices quarterly to reduce administrative burden.

FY 2004-05 Objectives

- ❖ Provide leadership and staff support on special studies and efforts to resolve issues of a regional or subregional nature.
- ❖ Provide support to regional advisory committees.
- ❖ Assess and address unmet transit needs in cooperation with local agencies.
- ❖ Identify and mitigate airport land use conflicts in plan and project reviews. Prepare and approve airport influence area maps.
- ❖ Disseminate 2000 census data to local governments, libraries and interested parties.
- ❖ Disseminate the updated Regional Growth Forecast and respond to public requests for information about forecast.
- ❖ Complete upgrades to SBCAG's travel model and GIS capabilities.
- ❖ Complete update of Regional Transportation Plan.
- ❖ Facilitate implementation of regional jobs-housing partnership recommendations.
- ❖ Complete Highway 101 in Motion project.
- ❖ Assist applicants for grants as needed and review grant requests as required.
- ❖ Assist in the review of applications for regional flexible funds, e.g., air quality analysis, overall evaluation and ranking.
- ❖ Complete Regional Bikeway Plan.
- ❖ Complete Travel Trends Report.
- ❖ Complete Central Ave. Extension/ SR 246 Modeling study.
- ❖ Prepare air quality conformity analysis of 2004-05 FTIP.
- ❖ Continue implementation of ITS Strategic Deployment Plan.

FY 2004-05 Performance Measures

- ❖ Provide ongoing staff support to all SBCAG advisory committees.
- ❖ Review 5310 and other grants on time.

- ❖ Prepare annual Congestion Management Program conformance assessment by April.
- ❖ Submit requests to state/federal agencies for planning grant project reimbursement within 30 days of consultant invoices or quarterly as specified in grant agreement.

Transportation Programming and Monitoring Functions

SBCAG's Programs Division is responsible for programming of transportation funds pursuant to state and federal statutes, and for monitoring projects to ensure that projects are completed and funds expended in a timely manner. The division also administers the Measure D and SAFE programs, which are described under their own headings.

Major FY 2003-04 Accomplishments

- ❖ Completed AB 1012 Obligation Plans for CMAQ and TE funding and fully obligated balances of old CMAQ and TE apportionments.
- ❖ Prepared and presented quarterly status reports for STIP projects.
- ❖ Assisted agencies with allocating and amending STIP projects to avoid fund lapses.
- ❖ Assisted agencies in streamlining project delivery in such areas as allocation requests, timely-use-of-funds deadlines, and invoicing.
- ❖ Prepared and submitted two FTIP amendments to incorporate project programming changes.
- ❖ Prepared the 2004 Regional Transportation Improvement Program.

FY 2003-04 Performance Measures

- ❖ Maintenance of a multi-modal Federal Transportation Improvement Program (FTIP) in full compliance with federal requirements.
 - ✓ SBCAG faced a challenge in the 2003-04 fiscal year, along with other MPOs in California: adopting a revised financial constraint analysis for the FTIP, as required by FHWA, before non-administrative amendments to the FTIP could be made. Discussions about how to implement this requirement began statewide in the 2003-04 fiscal year. The financial constraint analysis will be completed by SBCAG in the 2004-05 fiscal year and part of the FTIP adoption.
- ❖ Obligation of 100% of old TE and CMAQ balances subject to potential reprogramming.
 - ✓ All balances of regional TE and CMAQ apportionments were obligated and no funding lapsed.
- ❖ 100% of STIP timely-use-of-funds deadlines are met for all projects each year.
 - ✓ The region lapsed \$688,000 in STIP funding on the Los Carneros/Highway 101 interchange bridge replacement project when the City of Goleta decided to defer work on the project and not to request a construction allocation. All other projects met the timely use of funds deadline or the deadlines were revised through STIP amendments or deadline extensions with appropriate justification.

FY 2004-05 Objectives

- ❖ Monitor projects programmed in the FTIP to ensure that all timely-use-of-funds requirements are met by project sponsors.
- ❖ Prepare 2004 Federal Transportation Improvement Program (FTIP).
- ❖ Assist local agencies in obtaining discretionary state or federal transportation funding.
- ❖ Ensure that local agencies complete close-out work and request reimbursement for completed federal-aid projects.

FY 2004-05 Performance Measures

- ❖ Maintenance of a multi-modal Federal Transportation Improvement Program (FTIP) in full compliance with federal requirements.
- ❖ Obligation of 100% of old TE and CMAQ balances subject to potential reprogramming.
- ❖ 100% of STIP timely-use-of-funds deadlines are met for all projects each year.

Measure D Functions

As the Local Transportation Authority (LTA) for Santa Barbara County, SBCAG is responsible for administering the ½ percent county sales tax authorized by voter approval of Measure D in 1989. As the administrator of Measure D revenues, SBCAG is charged with the development and construction of regional projects identified in the Measure D Expenditure Plan, as well as allocating funds and monitoring performance for the local program which receives 70% and the paratransit program which receives 0.5%.

Major FY 2003-04 Accomplishments

- ❖ Completed refunding of 1993 bonded debt which will result in savings of \$1.3 million to SBCAG.
- ❖ Three new regional highway projects were added into the Measure D Expenditure Plan in October 2003:
 - US 101 Milpas to Cabrillo-Hot Springs
 - US 101 Ortega Hill Auxiliary Lane
 - Coastal Express Transit Service
- ❖ The board authorized the development of the 101 in Motion project in October 2003.
- ❖ Plant establishment and all contract matters were completed on three regional projects and closeout reports were presented to the SBCAG board:
 - US 101/Donovan Road Interchange
 - US 101/Stowell Road Interchange
 - US 101/SR 154 Interchange
- ❖ Environmental work continued on the Route 154 Group 2 Operational Improvements and a draft environmental document was prepared.
- ❖ Completed 2004 Strategic Plan update.
- ❖ Allocated \$19 million in Measure D revenues to local government entities.

FY 2003-04 Performance Measures

- ❖ Complete all scheduled Regional Highway Program projects on time and within budget.
 - ✓ Construction on the Stowell and Donovan interchange projects was completed ahead of schedule.
 - ✓ Completion of the environmental document for the Route 154 Group 2 project was not achieved as the consultant contract was delayed in order to hold preliminary public workshops.

- ❖ Ensure that local Measure D allocations are made on schedule and expenditure reports are received from local agencies in a timely manner.
 - ✓ SBCAG made allocations to the local government entities on schedule. Expenditure reports were received from local agencies.

FY 2004-05 Objectives

- ❖ Complete environmental document for Route 154 Group 2 Operational Improvements.
- ❖ Continue work on 101 In Motion. Identify a list of early-action projects for programming/funding.
- ❖ Conclude arbitration process for Route 1 Operational Improvements project.
- ❖ Complete 2005 Measure D Highway Program Strategic Plan update.
- ❖ Allocate Measure D revenues to local government entities.

FY 2004-05 Performance Measures

- ❖ Complete all milestones for the scheduled Regional Highway Program projects on time and within budget.
- ❖ Ensure that local Measure D allocations are made on schedule.

Service Authority for Freeway Emergencies (SAFE) Functions

The SAFE program is responsible for the installation, operation and administration of the system of approximately 339 roadside call boxes in Santa Barbara County. The system operating costs are financed primarily by a \$1 per-year fee on all motor vehicles registered within the county.

Major FY 2003-04 Accomplishments

- ❖ Continued work on the Call Box Capital Replacement Program including:
 - ✓ Conducted public outreach on ADA and safety issues
 - ✓ Completed site inventory, photo log and database
 - ✓ Coordinated preparation of environmental document and site visits with Caltrans
 - ✓ Retained consultant for call box inspection and design
- ❖ Entered into an agreement with a new cellular telephone digital service provider.

FY 2003-04 Performance Measures

- ❖ Successfully recover 90% of damage repair costs for knockdowns for which a responsible party has been identified.
 - ✓ Anticipated recovery is 100% for all knockdown repair costs when responsible party is identified. The responsible party has been identified for \$4,000 of the total knockdown repair costs incurred as of May 1, 2004.
- ❖ Ensure that 98% of call boxes are operational at all times.
 - ✓ At the time of the replacement program site assessment, 12 call boxes were out of operation (96.5% functional) due to regular maintenance and the 101 Rehabilitation project on the south coast of Santa Barbara.
 - ✓ Due to cellular service coverage problems, up to 40 call boxes were down for repair throughout the fiscal year. On several occasions some of the boxes were out for an inordinate amount of time. SBCAG's maintenance contractor worked with cellular service provider's engineers to resolve the problems. SBCAG met with cellular service

provider representatives to develop ways to prevent these periods of inoperation.

FY 2004-05 Objectives

- ❖ Complete Capital Replacement project
 - ✓ Installation of call box upgrades
 - ✓ Implementation of conversion to digital service
 - ✓ Meet ADA guidelines at all sites.
- ❖ Effectively maintain built-out call box system.
- ❖ Continue to coordinate with SLOCOG regarding future of shared call boxes on Route 166.
- ❖ Examine possibility of Freeway Service Patrol (FSP) program funded with call box revenues.

FY 2004-05 Performance Measures

- ❖ Recover 90% of knockdown repair costs for all incidents when responsible party can be identified.
- ❖ Ensure that at least 98% of call boxes are operational at all times except during the call box replacement project when it will be necessary to remove several call boxes at a time for short durations.

Traffic Solutions Functions

Traffic Solutions is the transportation demand management (TDM) program administered by SBCAG that promotes ridesharing, public transportation, biking, walking, telecommuting, and other transportation alternatives on a countywide basis. Traffic Solutions also works directly with employers to assist in developing employee transportation programs. The Division administers the Clean Air Express, a commuter bus program and assists in the co-management of the Coastal Express transit service program.

Major FY 2003-04 Accomplishments

- ❖ Transit
 - ✓ Operated the Clean Air Express.
 - ✓ Expanded Clean Air Express.
 - ✓ Raised fares from \$100 to \$130 to respond to increased operating costs.
 - ✓ Took delivery of 7 new replacement and expansion buses for the Clean Air Express.
 - ✓ Executed new Clean Air Express Operator Contract.
 - ✓ Added new express service to Coastal Express.
- ❖ Vanpool
 - ✓ Administered the 2003 Pool Party Vanpool Promotion.
 - ✓ Formed 5 new vanpools.
 - ✓ Added 43 new vanpool riders through the New Rider Rebate program.
- ❖ Bicycling
 - ✓ Developed Bicycle Safety curriculum for commuters and conducted 18 bicycle safety commuter classes to employers.
 - ✓ Assisted with the development bicycle rodeo curriculum and assisted with 12 school bicycle rodeos and assemblies.
 - ✓ Organized the 2004 Bike to Work Day event.
- ❖ Carpool
 - ✓ Implemented real time on-line carpool matchlist program on the Traffic Solutions website.
- ❖ Executed contract for the Telework and Flexible Work Schedule Pilot Program.
- ❖ Outreach
 - ✓ Conducted four major employer surveys and issued RFP for 2004 Commuter Profile.

- ✓ Published Clean Air Express brochure, updated Vanpool Quick Start brochure, published general Traffic Solutions brochure.
- ✓ Participated in the development of the 2003 “Kids Care for Clean Air” calendar and the 2003 Green Awards.

- ❖ Maintain a 60% or greater farebox recovery ratio for Clean Air Express.
- ✓ Maintained a 68% farebox recovery ratio for Clean Air Express.

FY 2003-04 Performance Measures

- ❖ Eliminate over 200,000 vehicle trips on an annual basis.
 - ✓ Eliminated over 169,000 vehicle trips (carpool trips not included due to insufficient data).
- ❖ Eliminate over 10.0 million vehicle miles of travel on an annual basis.
 - ✓ Eliminated over 10.5 million vehicle miles of travel (carpool VMT savings not included due to insufficient data).
- ❖ Maintain monthly contact with 600 employers.
 - ✓ Maintained contact with over 600 employers.
- ❖ Maintain monthly subscriptions for Clean Air Express service at a level equal to 90% of the seats available, on a system-wide basis.
 - ✓ Maintained an 82% subscription rate. Lower subscription rate is due to an 8% increase in seating capacity with new buses placed in service in November, a lower subscription rate after the two fare increases and a small shift from month passes to 10-Ride passes.

FY 2004-05 Objectives

- ❖ Provide training and furnish promotional materials, support and activities for employer transportation coordinators.
- ❖ Provide incentives for the development of employer implemented TDM programs.
- ❖ Co-publish and distribute a monthly e-newsletter, *Newswire*.
- ❖ Develop and provide information and promotional materials regarding carpooling, vanpooling, transit, rail, bicycling, compressed work hours, telecommuting, tax programs and other TDM/ridesharing activities.
- ❖ Administer an Emergency Ride Home program with participating employers.
- ❖ Distribute, process and follow-up applications for carpool match lists. Maintain an updated rideshare database.
- ❖ Administer the Clean Air Express subscription commuter bus service, including route and schedule planning, fare collection, marketing and customer service.
- ❖ Expand the Clean Air Express service by one route.
- ❖ Assist in the organization and ongoing placement of vanpools. Provide incentives to stimulate vanpool formation.
- ❖ Recruit employers for Telework and Flexible Work Schedules Pilot Program and develop new website to support this program.
- ❖ Assist in defining and implementing TDM mitigation measures associated with EIR’s and Negative Declarations.
- ❖ Coordinate with multi-agency consortium on Annual Green Awards.

FY 2004-05 Performance Measures

- ❖ Eliminate over 170,000 vehicle trips on an annual basis (not including carpool trips).
- ❖ Eliminate over 11.0 million vehicle miles of travel on an annual basis (not including carpool trips).
- ❖ Maintain monthly contact with 300 employers (newsletter subscriptions were reduced from 600 to 300 when converted to e-newsletter).
- ❖ Maintain monthly passes for Clean Air Express service at a level equal to 80% of the seats available, on a system-wide basis.
- ❖ Maintain a 70% or greater farebox recovery ratio for Clean Air Express.
- ❖ Implement one new Clean Air Express Route in 2005.
- ❖ Recruit 10 employers for Telework and Flexible Work Schedule Pilot Program.

FUND DESCRIPTIONS

SBCAG utilizes a number of different funds in its accounting structure. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions.

Fund budgets are adopted annually to ensure accountability and control over the resources. The Board is only required to adopt budgets for five of SBCAG's funds: General Fund, Service Authority for Freeway Emergencies (SAFE), Traffic Solutions, Local Transportation Authority Capital Projects (Measure D), and Debt Service. For the remaining funds that have no adopted budget, the Board takes separate action during the fiscal year regarding the receipt and disbursement of those moneys.

General Fund (Fund 5300)

This is SBCAG's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The SBCAG Board adopts a budget for this fund annually.

The General Fund is used to account for the receipt and expenditure of resources that allow SBCAG to meet its responsibilities as the metropolitan planning organization, regional transportation planning agency, airport land use commission, congestion management agency, and Local Transportation Authority. The specific activities that SBCAG will undertake in the coming year are described in the Overall Work Program, which is also adopted by the Board annually. Most of the revenues that support the budget are derived from federal and regional transportation funds which are allocated by formula or result from current policy and, thus, are relatively stable.

A portion of the salaries and benefits included in the General Fund relates to staff support that SBCAG provides to the SAFE and Traffic Solutions programs. SBCAG is fully reimbursed from SAFE and Traffic Solutions for these costs.

Special Revenue Funds

Special revenue funds account for revenue sources that are legally restricted to expenditure for specific purposes. The SBCAG utilizes seven special revenue funds; however, budgets are only required to be adopted for three of them: SAFE, Traffic Solutions, and LTA Capital Projects.

Service Authority for Freeway Emergencies (SAFE – Fund 5276)

The SAFE fund is used to account for the costs associated with the administration, operation, and maintenance of the system of freeway call boxes installed on state highways in Santa Barbara County. This program is funded by a \$1.00 annual fee levied on all motor vehicles registered in the County. The SBCAG Board adopts a budget for this fund annually.

Traffic Solutions (Fund 5305)

In October 1991, SBCAG entered into an agreement with the County and the City of Santa Barbara to administer and implement an interagency Transportation Demand Management (TDM) program with the overall objective of reducing the reliance on single-occupant auto use for commuting during peak hours. Since then, Traffic Solutions has worked collaboratively with Santa Barbara County and several north county and south coast cities, as well as with Ventura County and San Luis Obispo County, to create and administer a variety of transportation demand

management programs, which promote alternative transportation methods.

Traffic Solutions administers a carpool and vanpool match list; administers Bike to Work Week and Rideshare events; manages the Clean Air Express commuter bus service operated between north county and the south coast; assists Ventura County in the administration of the Coastal Express bus service operated between Ventura and Goleta; and provides commuter assistance to the general public. These programs are funded through a combination of federal, state, and local revenue sources. The SBCAG Board adopts a budget for this fund annually.

**Local Transportation Authority Capital Projects
(Fund 5302)**

SBCAG is responsible for administering the ½ percent county sales tax approved by voters as Measure D in 1989. Pursuant to Ordinance No. 1, the proceeds from the ½ percent sales tax are to be divided with seventy percent allocated by formula to the cities and the County and the remaining thirty percent used to finance state and regional highway improvement projects identified in the Expenditure Plan.

The monthly revenues from the thirty percent share are first used to cover principal and interest payments on the bonds issued as part of the financing of the Measure D program. The remainder is deposited into the LTA Capital Projects Fund and credited to individual projects on a percentage basis. The SBCAG Board adopts a budget for this fund annually.

Debt Service Fund (Fund 5304)

The purpose of the Debt Service Fund is to accumulate resources for the payment of principal and interest due on the sales tax revenue refunding bonds issued by the Local Transportation Authority (LTA) in September 2003. The resources used to fund the principal and interest payments are generated from a portion of the LTA's thirty percent share of Measure D sales tax revenues. The accumulation of resources and the payment of principal and interest are performed by a trustee. The LTA does not physically receive or disburse any of the funds that flow through this budget, which is adopted by the SBCAG Board annually.

The following special revenue funds are described below for informational purposes only. Since an adopted budget is not required, no financial information for these funds is presented in this document.

Ordinance Number One (Fund 5301)

This fund is used to account for the revenues received from the Measure D ½ percent sales tax. Revenues are disbursed to designated recipients like the County, the cities, Easy Lift, and SBCAG for state and regional highway projects, public transit, local street and road projects, and administrative expenses. SBCAG's share of the tax revenue is transferred into the LTA Capital Projects Fund (Fund 5302) for use on the projects identified in the Expenditure Plan.

Surface Transportation Program (Fund 5303)

This fund is used by SBCAG to administer the receipt and disbursement of State Highway Account funds. Under ISTEA and TEA-21, SBCAG receives an annual apportionment of federal Surface Transportation Program funds that are to be used for transportation projects within Santa Barbara County. These federal funds are then exchanged with Caltrans for a like amount of State Highway Account funds. By exchanging federal funds for non-federal state funds, project sponsors can avoid the burden associated with the extensive administration requirements of federal funding.

**Transportation Development Act –
Local Transportation Fund (Fund 1230)**

This fund is used to account for Local Transportation Funds provided by the Transportation Development Act. SBCAG disburses these funds to the County, the cities, and other local agencies for pedestrian and bike facilities, transit services, and streets and roads in accordance with claims submitted by the local agencies.

**Transportation Development Act –
State Transit Assistance Fund (Fund 1617)**

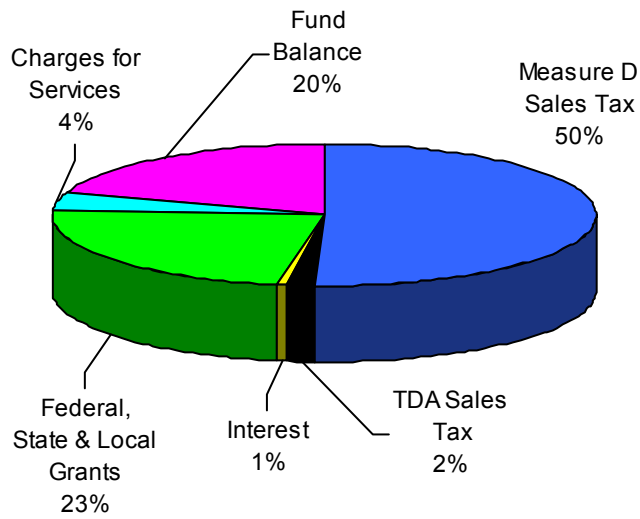
This fund is used to account for State Transit Assistance Funds provided by the Transportation Development Act. SBCAG disburses these funds to the County, some cities, and other local agencies for transit and transportation planning purposes in accordance with claims submitted by the local agencies.

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
Budget Summary
Fiscal Year 2004-05

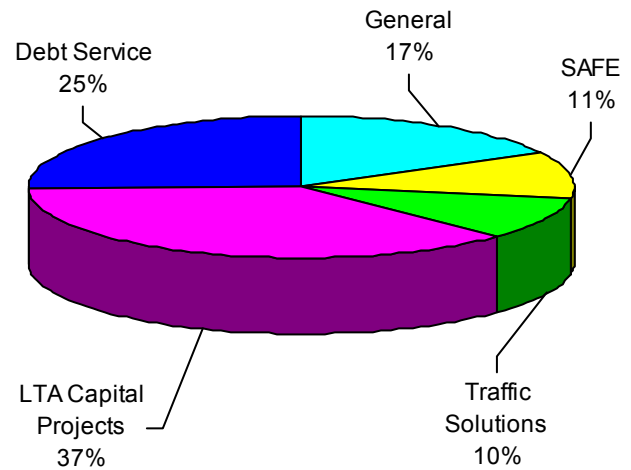
	<u>General</u>	<u>SAFE</u>	<u>Traffic Solutions</u>	<u>LTA Capital Projects</u>	<u>Debt Service</u>	<u>Total</u>
Revenues						
Sales Taxes	\$720,900	\$0	\$0	\$8,169,400	\$0	\$8,890,300
Interest	12,000	16,200	5,000	100,000	2,500	135,700
Intergovernmental Revenue - State	145,000	337,300	134,000	0	0	616,300
Intergovernmental Revenue - Federal	1,726,100	1,055,400	521,400	0	0	3,302,900
Intergovernmental Revenue - Local	0	0	80,000	0	0	80,000
Charges for Services	453,000	0	636,000	0	0	1,089,000
Miscellaneous Revenue	21,000	0	0	0	0	21,000
Other Financing Sources	200,000	0	250,000	0	4,288,000	4,738,000
Total Revenues	<u>3,278,000</u>	<u>1,408,900</u>	<u>1,626,400</u>	<u>8,269,400</u>	<u>4,290,500</u>	<u>18,873,200</u>
Use (Source) of Fund Balance	62,600	409,600	45,800	2,851,400	(3,300)	3,366,100
Total Funding Sources	<u><u>\$3,340,600</u></u>	<u><u>\$1,818,500</u></u>	<u><u>\$1,672,200</u></u>	<u><u>\$11,120,800</u></u>	<u><u>\$4,287,200</u></u>	<u><u>\$22,239,300</u></u>
Expenditures						
Salaries and Benefits	\$1,815,300	\$0	\$0	\$0	\$0	\$1,815,300
Services and Supplies	1,487,500	379,400	1,529,100	6,378,700	0	9,774,700
Other Charges	7,800	0	136,100	600	617,200	761,700
Fixed Assets	22,800	1,439,100	7,000	3,500	0	1,472,400
Other Financing Uses	7,200	0	0	4,738,000	3,670,000	8,415,200
Total Expenditures	<u><u>\$3,340,600</u></u>	<u><u>\$1,818,500</u></u>	<u><u>\$1,672,200</u></u>	<u><u>\$11,120,800</u></u>	<u><u>\$4,287,200</u></u>	<u><u>\$22,239,300</u></u>

SBCAG Consolidated Revenues and Expenditures

FY 2004-05 Funding Sources



FY 2004-05 Expenditures



SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
General Fund - Comparative Revenue Information

Revenue Description	Account Number	Cash Basis Actual 2002-03	Adopted Budget 2003-04	Estimated Actual 2003-04	Proposed Budget 2004-05
Taxes					
TDA - LTF Sales Tax	3092	248,257	329,900	379,716	315,300
Measure D Sales Tax	3094	269,053	273,800	281,560	405,600
Use of Money and Property					
Interest	3380	10,680	7,000	15,315	12,000
Intergovernmental Revenue - State					
RSTP/STIP PPM Funds	4339	135,000	135,000	135,000	135,000
HCD Grant - Jobs/Housing Study	4339	26,667	131,300	150,082	10,000
Regional Housing Needs Reimbursement	4339	0	50,000	0	0
Intergovernmental Revenue - Federal					
Consolidated Planning Grant	4789	782,116	988,100	959,537	905,500
FTA 5313(b) Funds - 101 in Motion	4789	4,766	132,800	43,606	84,400
RSTP Funds - 101 in Motion	4789	0	200,000	200,000	0
Partnership Planning - 101 in Motion	4789	0	0	22,600	136,200
FHWA SPR - 101 in Motion	4789	0	0	90,000	0
Federal Appropriations - 101 in Motion	4789	0	0	0	600,000
Intergovernmental Revenue - Local					
Local Government Contributions	4840	65,000	237,000	237,000	0
Charges for Services					
TS & SAFE Salary Reimbursements	5739	338,349	382,800	369,992	433,000
APCD - SIP Development	5739	21,678	20,000	18,623	20,000
Miscellaneous Revenue					
County Contribution	5770	15,000	15,000	15,000	15,000
Other Miscellaneous	5909	4,455	4,900	8,155	6,000
Other Financing Sources					
Operating Transfers In - 101 in Motion	5910	0	689,300	233,942	200,000
Total Revenues		<u>1,921,021</u>	<u>3,596,900</u>	<u>3,160,128</u>	<u>3,278,000</u>
Use (Source) of Available Fund Balance		54,876	(27,800)	(249,982)	62,600
Total Funding Sources		<u><u>1,975,897</u></u>	<u><u>3,569,100</u></u>	<u><u>2,910,145</u></u>	<u><u>3,340,600</u></u>

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
General Fund - Comparative Expenditure Information

<u>Expenditure Description</u>	<u>Account Number</u>	<u>Cash Basis Actual 2002-03</u>	<u>Adopted Budget 2003-04</u>	<u>Estimated Actual 2003-04</u>	<u>Proposed Budget 2004-05</u>
Salaries and Benefits					
Regular Salaries	6100	1,155,997	1,301,900	1,301,601	1,388,000
Retirement Contribution	6400	129,218	174,200	169,981	197,100
FICA/Medicare	6550	16,240	19,100	18,518	20,400
Health Insurance	6600	66,038	124,900	102,803	168,200
Life and Disability Insurance	6610	9,085	10,800	8,756	11,100
Workers Compensation	6900	15,289	28,900	30,799	30,500
Subtotal		<u>1,391,867</u>	<u>1,659,800</u>	<u>1,632,458</u>	<u>1,815,300</u>
Services and Supplies					
Communications	7050	2,513	6,000	4,643	6,300
Household Expense	7070	6,393	0	0	0
Insurance	7090	5,222	6,000	5,368	6,000
Audit Fees	7324	27,885	33,600	33,600	32,100
Relocation Costs	7325	1,092	4,000	3,600	0
Janitorial & Building Maintenance	7362	0	8,800	8,296	10,800
Memberships	7430	10,691	12,500	11,240	12,500
Office Expense	7450	51,344	52,000	41,332	65,000
Postage	7451	7,865	8,000	5,660	6,000
Copier Costs	7453	5,507	6,000	4,787	5,700
Professional & Special Services	7460	259,053	1,557,500	942,435	1,172,000
ADP Payroll Fees	7507	6,154	6,400	6,016	6,500
Publications & Legal Notices	7530	0	10,000	8,633	10,000
Office Lease Costs	7580	82,338	73,500	70,675	73,800
Meeting Expenses	7650	4,888	6,000	5,899	6,000
Charges for County Services	7669	6,747	7,200	7,200	27,700
Special Projects	7671	12,500	10,000	10,000	0
Transportation and Travel	7730	29,740	30,000	36,491	37,000
Utilities	7760	0	6,800	9,945	10,100
Subtotal		<u>519,932</u>	<u>1,844,300</u>	<u>1,215,818</u>	<u>1,487,500</u>
Other Charges					
Interest Expense	7830	0	1,500	1,420	2,700
Casa Nueva Contingency Costs	7860	0	25,000	27,364	0
Reprographics Services	7891	1,792	3,000	0	1,000
Phone System Equipment	7897	5,322	6,000	3,604	4,100
Subtotal		<u>7,114</u>	<u>35,500</u>	<u>32,388</u>	<u>7,800</u>
Other Financing Uses					
Long Term Debt Principal Repayment	7910	0	3,500	3,481	7,200
Fixed Assets					
Office Furnishings & Equipment	8300	56,984	26,000	26,000	22,800
Total Expenditures		<u>1,975,897</u>	<u>3,569,100</u>	<u>2,910,145</u>	<u>3,340,600</u>

**SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
SAFE - Comparative Revenue Information**

Revenue Description	Account Number	Cash Basis Actual 2002-03	Adopted Budget 2003-04	Estimated Actual 2003-04	Proposed Budget 2004-05
<i>Use of Money and Property</i>					
Interest	3380	19,007	16,600	14,860	16,200
<i>Intergovernmental Revenue - State</i>					
Motor Vehicle Fees	3541	342,452	340,300	324,864	337,300
<i>Intergovernmental Revenue - Federal</i>					
Federal TEA 21 Funds	4789	0	1,055,400	0	1,055,400
Total Revenues		<u>361,459</u>	<u>1,412,300</u>	<u>339,724</u>	<u>1,408,900</u>
Use (Source) of Available Fund Balance		(99,575)	536,100	(1,629)	409,600
Total Funding Sources		<u><u>261,884</u></u>	<u><u>1,948,400</u></u>	<u><u>338,095</u></u>	<u><u>1,818,500</u></u>

**SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
SAFE - Comparative Expenditure Information**

<u>Expenditure Description</u>	<u>Account Number</u>	<u>Cash Basis Actual 2002-03</u>	<u>Adopted Budget 2003-04</u>	<u>Estimated Actual 2003-04</u>	<u>Proposed Budget 2004-05</u>
<i>Services and Supplies</i>					
Communications	7050	35,429	37,500	36,061	25,100
Insurance	7090	1,713	1,800	1,593	1,800
Maintenance	7120	73,563	82,200	73,069	82,200
Audit Fees	7324	1,074	1,600	1,600	1,300
Professional & Special Services	7460	86,099	142,900	143,433	191,800
Repair Costs	7650	55,969	80,000	79,992	75,000
Charges for County Services	7669	191	400	346	2,200
Subtotal		<u>254,038</u>	<u>346,400</u>	<u>336,095</u>	<u>379,400</u>
<i>Fixed Assets</i>					
Call Box Installations & Upgrades	8300	0	1,600,000	0	1,437,400
Office Furnishings & Equipment	8300	7,846	2,000	2,000	1,700
Subtotal		<u>7,846</u>	<u>1,602,000</u>	<u>2,000</u>	<u>1,439,100</u>
Total Expenditures		<u><u>261,884</u></u>	<u><u>1,948,400</u></u>	<u><u>338,095</u></u>	<u><u>1,818,500</u></u>

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
Traffic Solutions - Comparative Revenue Information

Revenue Description	Account Number	Cash Basis Actual 2002-03	Adopted Budget 2003-04	Estimated Actual 2003-04	Proposed Budget 2004-05
<i>Use of Money and Property</i>					
Interest	3380	3,219	2,500	5,708	5,000
<i>Intergovernmental Revenue - State</i>					
RSTP/STIP Rideshare Funds	4339	134,000	134,000	134,000	134,000
State Transit Assistance	4339	95,000	0	0	0
<i>Intergovernmental Revenue - Federal</i>					
CMAQ	4789	62,976	3,229,000	3,039,167	521,400
<i>Intergovernmental Revenue - Local</i>					
APCD/UCSB CAE Contributions	4840	170,000	160,000	160,000	80,000
CAE County Contribution	4842	0	375,000	375,000	0
TDM County Contribution	4842	25,000	0	0	0
TDM City Contribution	4843	165,644	0	0	0
<i>Charges for Services</i>					
Clean Air Express Fare Revenue	5739	456,096	558,000	466,013	636,000
<i>Other Financing Sources</i>					
Operating Transfers In - Coastal Express	5910	0	0	0	250,000
Total Revenues		1,111,935	4,458,500	4,179,888	1,626,400
Use (Source) of Available Fund Balance		(74,570)	(157,500)	(95,525)	45,800
Total Funding Sources		1,037,365	4,301,000	4,084,364	1,672,200

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
Traffic Solutions - Comparative Expenditure Information

<u>Expenditure Description</u>	<u>Account Number</u>	<u>Cash Basis Actual 2002-03</u>	<u>Adopted Budget 2003-04</u>	<u>Estimated Actual 2003-04</u>	<u>Proposed Budget 2004-05</u>
<i>Services and Supplies</i>					
Communications	7050	1,898	2,200	2,647	2,600
Household Expense	7070	1,684	0	0	0
Insurance	7090	4,355	15,600	15,163	59,000
Audit Fees	7324	2,148	6,300	6,300	4,900
Janitorial & Building Maintenance	7362	0	2,400	2,106	2,800
Memberships	7430	1,014	1,600	934	1,200
Office Expense	7450	15,519	34,800	3,859	34,000
Postage	7451	11,880	12,000	8,072	6,800
Copier Costs	7453	0	1,700	1,210	1,700
Professional Services (Project Costs)	7460	602,000	706,300	572,215	1,039,700
Office Lease Costs	7580	23,042	21,000	18,107	21,400
Special Dept. Expense (Staff Costs)	7650	294,275	322,600	298,571	329,000
Charges for County Services	7669	3,136	2,200	2,199	4,800
Indemnity Expense	7696	0	0	0	15,000
Transportation and Travel	7730	6,010	5,500	2,584	3,500
Utilities	7760	0	1,900	2,652	2,700
Subtotal		<u>966,961</u>	<u>1,136,100</u>	<u>936,617</u>	<u>1,529,100</u>
<i>Other Charges</i>					
Fuel Charges	7893	37,126	93,500	93,496	135,000
Phone System Equipment	7897	1,896	2,400	1,093	1,100
Subtotal		<u>39,022</u>	<u>95,900</u>	<u>94,589</u>	<u>136,100</u>
<i>Fixed Assets</i>					
Clean Air Express Buses	8300	0	3,063,000	3,047,157	0
Office Furnishings & Equipment	8300	31,382	6,000	6,000	7,000
Subtotal		<u>31,382</u>	<u>3,069,000</u>	<u>3,053,157</u>	<u>7,000</u>
Total Expenditures		<u><u>1,037,365</u></u>	<u><u>4,301,000</u></u>	<u><u>4,084,364</u></u>	<u><u>1,672,200</u></u>

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
LTA Capital Projects - Comparative Revenue Information

<u>Revenue Description</u>	<u>Account Number</u>	<u>Cash Basis Actual 2002-03</u>	<u>Adopted Budget 2003-04</u>	<u>Estimated Actual 2003-04</u>	<u>Proposed Budget 2004-05</u>
<i>Taxes</i>					
Measure D Sales Tax	3094	7,866,009	8,006,000	8,266,532	8,169,400
<i>Use of Money and Property</i>					
Interest	3380	134,836	107,800	130,550	100,000
<i>Intergovernmental Revenue - State</i>					
State Project Funds	4339	150,000	0	0	0
<i>Miscellaneous Revenue</i>					
Other Miscellaneous	5909	0	0	505	0
Total Revenues		<u>8,150,845</u>	<u>8,113,800</u>	<u>8,397,587</u>	<u>8,269,400</u>
Use (Source) of Available Fund Balance		(757,496)	(711,200)	(2,276,234)	2,851,400
Total Funding Sources		<u><u>7,393,349</u></u>	<u><u>7,402,600</u></u>	<u><u>6,121,354</u></u>	<u><u>11,120,800</u></u>

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
LTA Capital Projects - Comparative Expenditure Information

<u>Expenditure Description</u>	<u>Account Number</u>	<u>Cash Basis Actual 2002-03</u>	<u>Adopted Budget 2003-04</u>	<u>Estimated Actual 2003-04</u>	<u>Proposed Budget 2004-05</u>
<i>Services and Supplies</i>					
Communications	7050	475	800	455	600
Household Expense	7070	1,263	0	0	0
Insurance	7090	8,485	8,600	7,938	8,800
Audit Fees	7324	13,368	15,000	15,000	15,300
Janitorial & Building Maintenance	7362	0	1,200	1,053	1,500
Office Expense	7450	1,894	2,000	853	2,000
Copier Costs	7453	0	800	606	900
Professional & Special Services	7460	2,708,511	1,352,600	534,241	6,306,500
Office Lease Costs	7580	17,167	10,800	10,073	10,700
Meeting Expenses	7650	13,700	16,900	13,733	16,900
Charges for County Services	7669	2,962	4,300	4,234	14,100
Utilities	7760	0	1,000	1,326	1,400
Subtotal		<u>2,767,825</u>	<u>1,414,000</u>	<u>589,513</u>	<u>6,378,700</u>
<i>Other Charges</i>					
Yield Restriction Liability	7830	0	5,700	5,534	0
Phone System Equipment	7897	1,321	1,600	584	600
Subtotal		<u>1,321</u>	<u>7,300</u>	<u>6,118</u>	<u>600</u>
<i>Other Financing Uses</i>					
Operating Transfers Out - 101 in Motion	7901	0	689,300	233,942	200,000
Operating Transfers Out - Coastal Express	7901	0	0	0	250,000
Operating Transfers Out - Debt Service	7905	4,608,512	5,288,000	5,287,781	4,288,000
Subtotal		<u>4,608,512</u>	<u>5,977,300</u>	<u>5,521,723</u>	<u>4,738,000</u>
<i>Fixed Assets</i>					
Office Furnishings & Equipment	8300	15,691	4,000	4,000	3,500
Total Expenditures		<u><u>7,393,349</u></u>	<u><u>7,402,600</u></u>	<u><u>6,121,354</u></u>	<u><u>11,120,800</u></u>

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
Debt Service Fund - Comparative Revenue Information

Revenue Description	Account Number	Cash Basis Actual 2002-03	Adopted Budget 2003-04	Estimated Actual 2003-04	Proposed Budget 2004-05
<i>Use of Money and Property</i>					
Interest	3380	4,959	5,000	140,000	2,500
<i>Other Financing Sources</i>					
Operating Transfers In	5911	4,608,512	5,288,000	5,287,781	4,288,000
Bond Proceeds	5921	0	27,791,000	27,790,676	0
Total Revenues		<u>4,613,471</u>	<u>33,084,000</u>	<u>33,218,457</u>	<u>4,290,500</u>
Source of Available Fund Balance		(3,721)	228,000	(236,325)	(3,300)
Total Funding Sources		<u><u>4,609,750</u></u>	<u><u>33,312,000</u></u>	<u><u>32,982,132</u></u>	<u><u>4,287,200</u></u>

SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
Debt Service Fund - Comparative Expenditure Information

<u>Expenditure Description</u>	<u>Account Number</u>	<u>Cash Basis Actual 2002-03</u>	<u>Adopted Budget 2003-04</u>	<u>Estimated Actual 2003-04</u>	<u>Proposed Budget 2004-05</u>
<i>Services and Supplies</i>					
Advance Refunding Escrow	7325	0	616,000	615,442	0
Costs of Issuance	7460	0	286,000	285,997	0
<i>Other Charges</i>					
Interest Expense	7830	1,459,750	1,315,000	989,610	617,200
<i>Other Financing Uses</i>					
Long Term Debt Principal Repayment	7910	3,150,000	31,095,000	31,091,083	3,670,000
Total Expenditures		<u>4,609,750</u>	<u>33,312,000</u>	<u>32,982,132</u>	<u>4,287,200</u>

**JOB CLASS TABLE
FISCAL YEAR 2003-04**

Classification Title	Adopted FY 2002-03	Additions/ Deletions	Adopted FY 2003-04	Range Number	Hourly Rate		Monthly Equiv		Step Limit	Unit
					Minimum	Maximum	Minimum	Maximum		
Executive Director	1.00		1.00	723	51.354	62.693	8,901	10,867	A-E	41
Deputy Director	2.00		2.00	658	37.135	45.334	6,437	7,858	A-E	43
Admin Services Officer II *	1.00		1.00	634	32.946	40.220	5,711	6,971	A-E	43
TDM Program Administrator	1.00		1.00	625	31.500	38.454	5,460	6,665	A-E	43
Transportation Planner II *	4.00		4.00	608	28.939	35.328	5,016	6,124	A-E	24
Transportation Program Coordinator (TP II)	1.00		1.00	608	28.939	35.328	5,016	6,124	A-E	24
Accounting Officer II *	1.00		1.00	605	28.509	34.804	4,942	6,033	A-E	24
Regional Analyst	1.00		1.00	598	27.531	33.610	4,772	5,826	A-E	24
Public Info/Government Affairs Coordinator	1.00		1.00	593	26.853	32.782	4,655	5,682	A-E	24
Admin Services Officer I *	0.00		0.00	590	26.454	32.295	4,585	5,598	A-E	43
TDM Marketing Coordinator	1.00		1.00	579	25.042	30.571	4,341	5,299	A-E	24
Transit Coordinator	1.00		1.00	579	25.042	30.571	4,341	5,299	A-E	24
Transportation Planner I *	0.00		0.00	578	24.917	30.419	4,319	5,273	A-E	24
Accounting Officer I *	0.00		0.00	558	22.552	27.531	3,909	4,772	A-E	24
Executive Secretary / Board Clerk	1.00		1.00	543	20.926	25.546	3,627	4,428	A-E	32
TDM Project Coordinator	1.00		1.00	524	19.034	23.237	3,299	4,028	A-E	24
Administrative Services Clerk	1.00		1.00	481	15.360	18.751	2,662	3,250	A-E	23
Total Number of Positions	18.00	0.00	18.00							

**An employee can be hired at either a I or II level depending on experience.*

**JOB CLASS TABLE
FISCAL YEAR 2004-05**

Assumes Board approval of a 3% cost-of-living increase for all classifications effective 6/21/04.

Classification Title	Adopted FY 2003-04	Additions/ Deletions	Proposed FY 2004-05	Range Number	Hourly Rate		Monthly Equiv		Step Limit	Unit
					Minimum	Maximum	Minimum	Maximum		
Executive Director	1.00		1.00	729	52.914	64.598	9,172	11,197	A-E	41
Deputy Director	2.00		2.00	664	38.263	46.711	6,632	8,097	A-E	43
Admin Services Officer II *	1.00		1.00	640	33.947	41.442	5,884	7,183	A-E	43
TDM Program Administrator	1.00		1.00	631	32.456	39.623	5,626	6,868	A-E	43
Transportation Planner II *	4.00		4.00	614	29.818	36.402	5,168	6,310	A-E	24
Transportation Program Coordinator (TP II)	1.00		1.00	614	29.818	36.402	5,168	6,310	A-E	24
Accounting Officer II *	1.00		1.00	611	29.375	35.861	5,092	6,216	A-E	24
Regional Analyst	1.00		1.00	604	28.367	34.631	4,917	6,003	A-E	24
Public Info/Government Affairs Coordinator	1.00		1.00	599	27.669	33.778	4,796	5,855	A-E	24
Admin Services Officer I *	0.00		0.00	596	27.258	33.276	4,725	5,768	A-E	43
TDM Marketing Coordinator	1.00		1.00	585	25.803	31.500	4,473	5,460	A-E	24
Transit Coordinator	1.00		1.00	585	25.803	31.500	4,473	5,460	A-E	24
Transportation Planner I *	0.00		0.00	584	25.674	31.343	4,450	5,433	A-E	24
Accounting Officer I *	0.00		0.00	564	23.237	28.367	4,028	4,917	A-E	24
Executive Secretary / Board Clerk	1.00		1.00	549	21.562	26.322	3,737	4,562	A-E	32
TDM Project Coordinator	1.00		1.00	530	19.612	23.943	3,399	4,150	A-E	24
Administrative Assistant	0.00	0.50	0.50	514	18.108	22.106	3,139	3,832	A-E	24
Administrative Services Clerk	1.00		1.00	487	15.827	19.321	2,743	3,349	A-E	23
Total Number of Positions	18.00	0.50	18.50							

*An employee can be hired at either a I or II level depending on experience.

APPENDIX

Traffic Solutions Professional and Special Services	
Clean Air Express Operations	\$578,000
Coastal Express Operations & Marketing	238,400
Telework Program	95,000
Commuter Profile Survey	35,000
Computer Support & Reception Services	17,000
Calendar Project	15,000
Program Assistance - Fluor Daniel	14,000
Vanpool Quick Start	10,000
Bike Week	8,300
Vanpool Event	7,000
Vanpool Rebate	6,000
Countywide Bike & Transit Maps	4,000
Radio & TV Advertising	4,000
Phone Book Advertising	3,000
Green Awards	1,500
ETC/Employer Training Programs	1,000
Emergency Ride Home Program	1,000
Bicycle Coalition Newsletter Ads	900
Pollution Prevention Week & Earth Day Booth	600
Total	<u>\$1,039,700</u>

Service Authority for Freeway Emergencies Professional and Special Services	
SBCAG Staff Support	\$104,000
Call Box Design & Construction Inspection	30,000
CHP Dispatch Costs	29,200
Project Management-Capital Replacement	14,000
Other Miscellaneous	10,000
Computer Support & Reception Services	3,000
Call Box Site Cleaning	1,600
Total	<u>\$191,800</u>

LTA Capital Projects Professional and Special Services	
Route 101/Ortega Hill	\$2,840,000
Route 1	1,570,000
Route 154 Group II	531,400
Milpas/Hot Springs	440,000
Summerland Project	310,000
Program Management - Fluor Daniel	240,000
Route 101/Stowell	225,000
Financial Advisor - MCM	51,400
Route 101/Donovan	51,000
Legal Services - County Counsel	26,000
Other Miscellaneous	9,700
Computer Support & Reception Services	6,000
Trustee Services - U.S. Bank	4,000
Arbitrage & Yield Restriction Services	2,000
Total	<u>\$6,306,500</u>

General Fund Professional and Special Services	
101 in Motion Consultant Team	\$900,000
Legal Services - County Counsel	75,000
Computer Support & Reception Services	39,000
Travel Demand Model	35,000
Legislative Services Consultant	30,000
Measure D Community Information Program	25,000
Program Management - Fluor Daniel	23,000
RTP EIR & Financial Consultants	15,000
Jobs/Housing Study	10,000
LOSSAN/Coast Rail Coordinating Council	10,000
Website Consultant	5,000
Other Miscellaneous	5,000
Total	<u>\$1,172,000</u>