



City of Santa Rosa

637 First Street
Santa Rosa, CA 95404

**LONG-TERM FINANCIAL POLICY AND AUDIT
SUBCOMMITTEE
SPECIAL MEETING NOTICE AND AGENDA -
FINAL
APRIL 25, 2024
SPECIAL MEETING**

4:00 P.M.

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY
ATTENDING IN-PERSON FROM THE CHAMBER LARGE CONFERENCE
ROOM LOCATED AT: 637 FIRST STREET. (IT IS RECOMMENDED THAT
SOCIAL DISTANCING CONTINUE TO BE CONSIDERED).**

OR JOIN VIA ZOOM WEBINAR BY VISITING:

<https://srcity-org.zoom.us/j/86212898637>

OR BY DIALING: 877-853-5257 AND ENTER WEBINAR ID:

862 1289 8637

**A VIDEO RECORDING OF THE MEETING WILL BE AVAILABLE FOR
VIEWING ONCE UPLOADED TO SANTA-ROSA.LEGISTAR.COM**

PUBLIC COMMENT/PARTICIPATION INFORMATION

Live Public Comment: All public comments shall be in person. Each speaker is allowed up to three minutes to comment.

E-mail Public Comment: To submit an e-mailed public comment to the Long-Term Financial Policy and Audit (LTFPA) Subcommittee, please send to: finance@srcity.org by 5:00PM and note in the subject line "LTFPA COMMENT", no later than Monday, prior to the LTFPA meeting. E-mailed public comments will be added to the record prior to the start of the meeting and will be distributed to the LTFPA Subcommittee members and uploaded to the agenda prior to the start of the meeting for public access. Emails received will not be read into the record. Please note that all e-mails sent to the city are considered public records and subject to disclosure under the California Public Records Act.

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENTS NON-AGENDA MATTERS

This is the time when any person attending in person may address matters not listed on this agenda, but which are within the subject matter of the jurisdiction.

The public may comment on scheduled agenda items when the item is called. Each speaker is allowed up to three minutes.

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3. APPROVAL OF MINUTES

3.1 Regular Meeting Minutes

Attachments: [Regular meeting Minutes - LTFPA March 21, 2024 - draft CANCELLATION NOTICE - LTFPA - April 11, 2024](#)

4. SCHEDULED ITEMS

4.1 FY 23/24 QUARTERLY BUDGET REVIEW - THIRD QUARTER

Presenter: Veronica Conner, Budget and Financial Analysis Manager

Purpose: A look at the budget for the quarter, with a focus on the General Fund

Recommendation Action: Information

Attachments: [Q3 2023-24 LTFPA Presentation](#)

4.2 IN-HOUSE SERVICES

Presenters: Veronica Conner, Budget and Financial Analysis Manager and Alan Alton, Chief Financial Officer

Purpose: A discussion on the Finance Department's approach to performing cost analyses on services performed by a contractor versus in-house. The presentation will discuss a standardized methodology to determine if there are potential savings.

Recommendation Action: Information

Attachments: [In House Services Presentation](#)

5. FUTURE AGENDA ITEMS

This time is reserved for discussion whether to place matters on a future agenda for further discussion.

Our next regular scheduled meeting: Thursday, May 9, 2024, at 3:30 pm is cancelled.

The following regular meeting scheduled will be held June 13, 2024, at 3:30pm

6. ADJOURNMENT

The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by contacting the Finance Department at: finance@srcity.org, please put in the subject line "LTFPA", or (707) 543-3140 (TTY Relay at 711) one week prior to the meeting. Meeting information can also be accessed via the internet at <http://srcity.org>.

Any writing or documents provided to a majority of the Long-Term Financial Policy and Audit Subcommittee regarding any item on this agenda can be made available for public inspection upon request to finance@srcity.org please put in the subject line: "LTFPA DOCUMENT REQUEST"