

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DEBORAH LAUCHNER, CHIEF FINANCIAL OFFICER,
FINANCE DEPARTMENT
SUBJECT: FISCAL YEAR-END 2016-17 BUDGET AMENDMENT
AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the City Manager and the Finance Department that the Council, by resolution, amend the Fiscal Year (FY) 2016-17 adopted budget as set forth in Exhibit A of the Resolution.

EXECUTIVE SUMMARY

The purpose of this item is to request approval to amend the current FY 2016-17 adopted budget. This amendment includes recognizing General Fund revenue and increasing appropriations by a corresponding amount.

BACKGROUND

This item, like the Mid-Year Budget Amendment, is an opportunity for staff to address operational needs using the current year budget. Revenue from Planning and Economic Development (PED)-related revenue object codes has come in significantly greater than expected. Staff in PED developed a list of items where this additional revenue would address operational needs in PED. In addition, two of three settlement payments have been received relative to the Santa Rosa Recycling and Collection (North Bay Corporation) settlement. Staff is proposing to recognize this revenue and appropriate it into a JL key for use in FY 2017-18, rather than doing so at a later date.

PRIOR COUNCIL REVIEW

This item has not been previously reviewed by the City Council.

ANALYSIS

Through the end of May, the General Fund has received significantly more Planning Fee revenue than budgeted. Staff is proposing to recognize this additional revenue by increasing the revenue budget in this line item by \$445,000. In a corresponding move,

FISCAL YEAR-END 2016-17 BUDGET AMENDMENT

Page 2

staff is proposing to increase appropriations by \$445,000 in various PED keys to address current operational needs. These increases include:

- \$100,000 in Planning consulting services
- \$25,000 for Housing Impact Fee update which addresses a Housing Action Plan item to address an outdated in-lieu fee
- \$30,000 for consultant support to prepare a Density Bonus Ordinance, which addresses a Housing Action Plan item
- \$70,000 for consultant support for work toward Downtown Development, including Public-Private Partnership and Opportunity Site Assessment
- \$220,000 for E-Plan software and hardware necessary to implement electronic plan review, which addresses a Process Improvement Action Plan item

The \$100,000 funding for planning consulting services will be encumbered into an existing contract with Land Logistics. The remaining funding will be placed into project keys so they will carry forward to the next Fiscal Year.

In addition, the City has received two of three scheduled settlement payments from Northbay Corporation (the third is due in August). The total received so far is \$1,512,351. Staff proposes to recognize this revenue and increase appropriations in the same amount to a project key.

FISCAL IMPACT

This item will not have an impact on the General Fund as the increased appropriations are offset by an equal increase in revenue.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW and RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A (FY 2016-17 Budget Amendment)

CONTACT

Deborah Lauchner, Chief Financial Officer, Finance Department, dlauchner@srcity.org,
707-543-3089