

FY 2019-20 Budget Hearing

June 18, 2019

Agenda

- Budget Changes since Study Session
- Citywide Proposed Budget Overview
- General Fund Proposed Budget Overview
- FTE Staff Summary
- Adoption

Budget Changes since Study Session

Budget Changes since Study Sessions

General Fund only

City Manager's Office:

- Added \$300K for Ernst & Young professional services; one-time

Fire Department:

- Added \$300K Emergency Preparedness funding; including 2 FTEs; on-going

Transportation and Public Works:

- Added \$150K for Roseland Library; one-time

Housing and Community Services:

- Reduced Secure Family Funds to \$50K

Budget Changes since Study Sessions

Staff Reductions:

- Reduced staff by 36.25 FTE across all departments
- Added back 3 yr. Limited term City Planner in PED for General Plan Update

Organizational Structure:

- Reclassify Assistant City Managers
- Reclassify Chief Communications and Intergovernmental Relations Officer
- Reduced staff by 2.0 FTE; 1.0 Deputy City Manager/CFO and 1.0 Director
- Combined Parks into TPW
- Combined Recreation and Community Engagement

Budget Changes since Study Sessions

Additional \$10M General Fund contribution to CIP projects

Infrastructure funding:

- Added \$3M for Buildings, Roadways & Parks

Recovery & Resiliency funding:

- Added \$1M for Street Light Replacement
- Added \$1M for Fire Station #5 Rebuild (Assigned GF Reserves)
- Added \$500K for Tree Removal
- Added \$4.5M for City's portion of Fire Disaster projects

Budget Changes since Study Sessions

\$4.2M Additional Payment to CalPERS in FY 2018-19:

- Source of funding Reserves in Pension Obligation Fund
- First Year Savings \$685K
- Total Savings \$6.2M

Homeless Services Funding

State Homeless Emergency Aid Program (HEAP)

- \$3.6 million application – Sam Jones Hall roof and Santa Rosa Navigation Center at former Bennett Valley Senior Center
- \$1.2 million award – Roof at Sam Jones Hall
- FY 2019-20 Budget Appropriation

2016 Affordable Housing Pilot Program Notice of Funding Availability (NOFA) - \$1.6 million balance

- \$400,000 – Contingency for Sam Jones Hall roof
- \$1.2 million – Housing First One-Time Capital Investment and Pilot Program at Sam Jones Hall
- Re-appropriation of previously budgeted funds

Citywide Proposed Budget Overview

FY 2019-20 Citywide Revenues by Fund (in millions)

Fund Type	2018-19 Adopted Budget	2019-20 Proposed Budget	\$ Change	% Change
General Fund	\$159.8	\$178.7	\$18.9	11.8%
Enterprise Funds	157.0	165.0	8.0	5.2%
Special Revenue Funds	24.0	29.4	5.4	22.5%
Other Funds	6.0	4.8	-1.2	-20.0%
Housing Authority	32.9	40.3	7.4	22.5%
Successor Agency to RDA	0.0	3.3	3.3	--
Total	\$379.7M	\$421.5M	\$41.8M	11.0%

FY 2019-20 Citywide Expenditures by Fund Type (in millions)

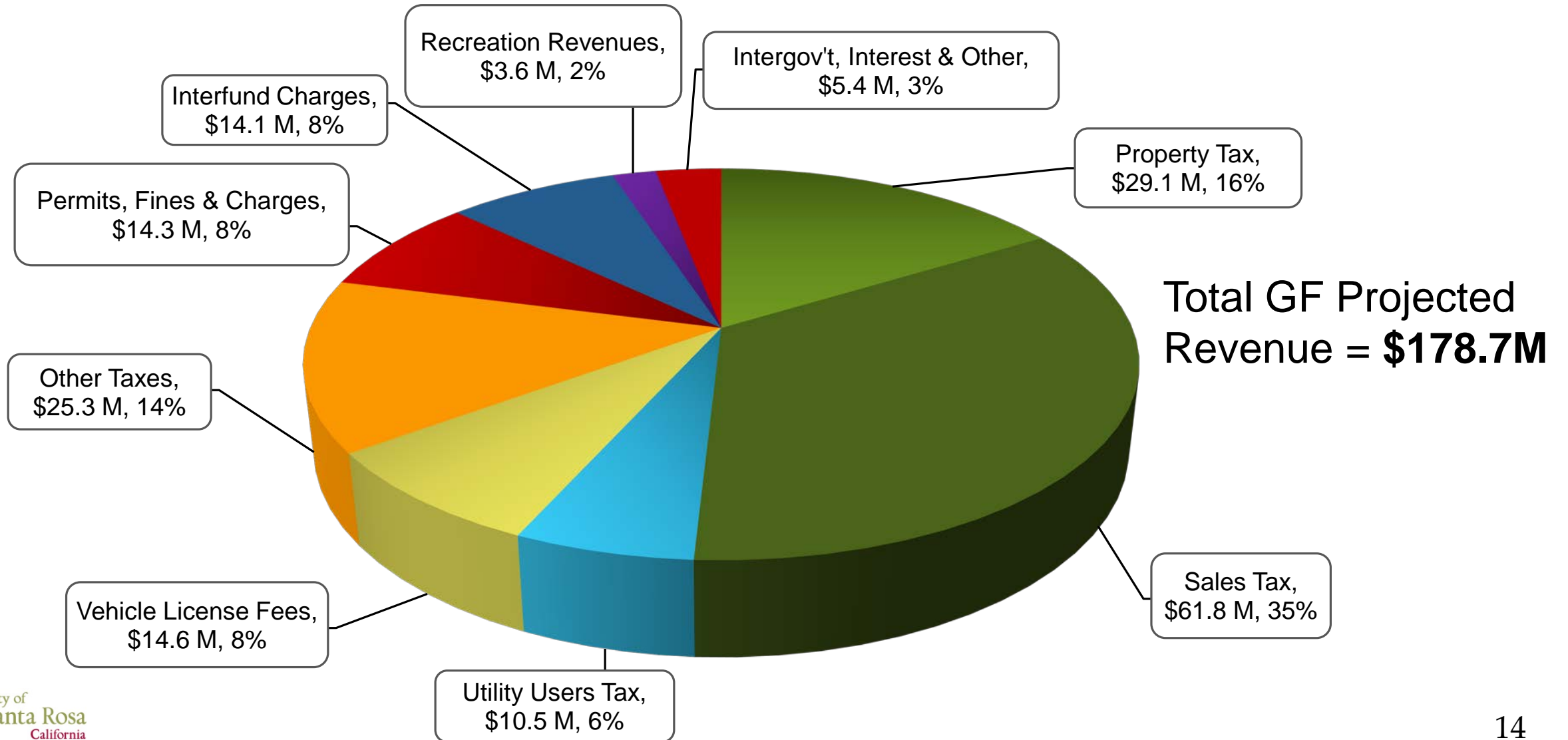
Fund Type	2018-19 Adopted Budget	2019-20 Proposed Budget	\$ Change	% Change
General Fund	\$169.7	\$171.3	\$1.6	0.9%
Enterprise (Operating)	127.8	130.0	2.2	1.7%
Enterprise (CIP)	73.1	32.2	-40.9	-56.0%
Non-Enterprise (CIP)	20.8	37.4	16.6	79.8%
Special Revenue	14.8	15.3	0.5	3.4%
Other Funds	5.2	5.4	0.2	3.8%
Housing Authority	33.6	44.0	10.4	31.0%
Successor Agency to RDA	3.3	3.3	-	0%
Total	\$448.3	\$438.9	-\$9.4	-2.1%
Operations (net of CIP)	\$354.4	\$369.3	\$14.9	4.2%
CIP only	93.9	69.6	-24.3	-25.9%

General Fund Proposed Budget Overview

FY 2019-20 General Fund Revenues by Category (in millions)

Category	2018-19 Projected Budget	2019-20 Proposed Budget	\$ Change	% Change
Property Tax	\$30.1	\$29.1	-\$1.0	-3.3%
Sales Tax	53.6	61.8	8.2	15.3%
Utility Users Tax	10.4	10.5	0.1	1.0%
Vehicle License Fees	14.6	14.6	-	0%
Other Taxes	24.0	25.3	1.3	5.4%
Permits, Fines & Charges	20.5	14.3	-6.2	-30.2%
Interfund Charges	13.2	14.1	0.9	6.8%
Recreation Revenues	3.5	3.6	0.1	2.9%
Intergov't, Interest & Other	11.4	5.4	-6.0	-52.6%
Total	\$181.3M	\$178.7M	-\$2.6M	-1.4%

FY 2019-20 General Fund Revenues by Category

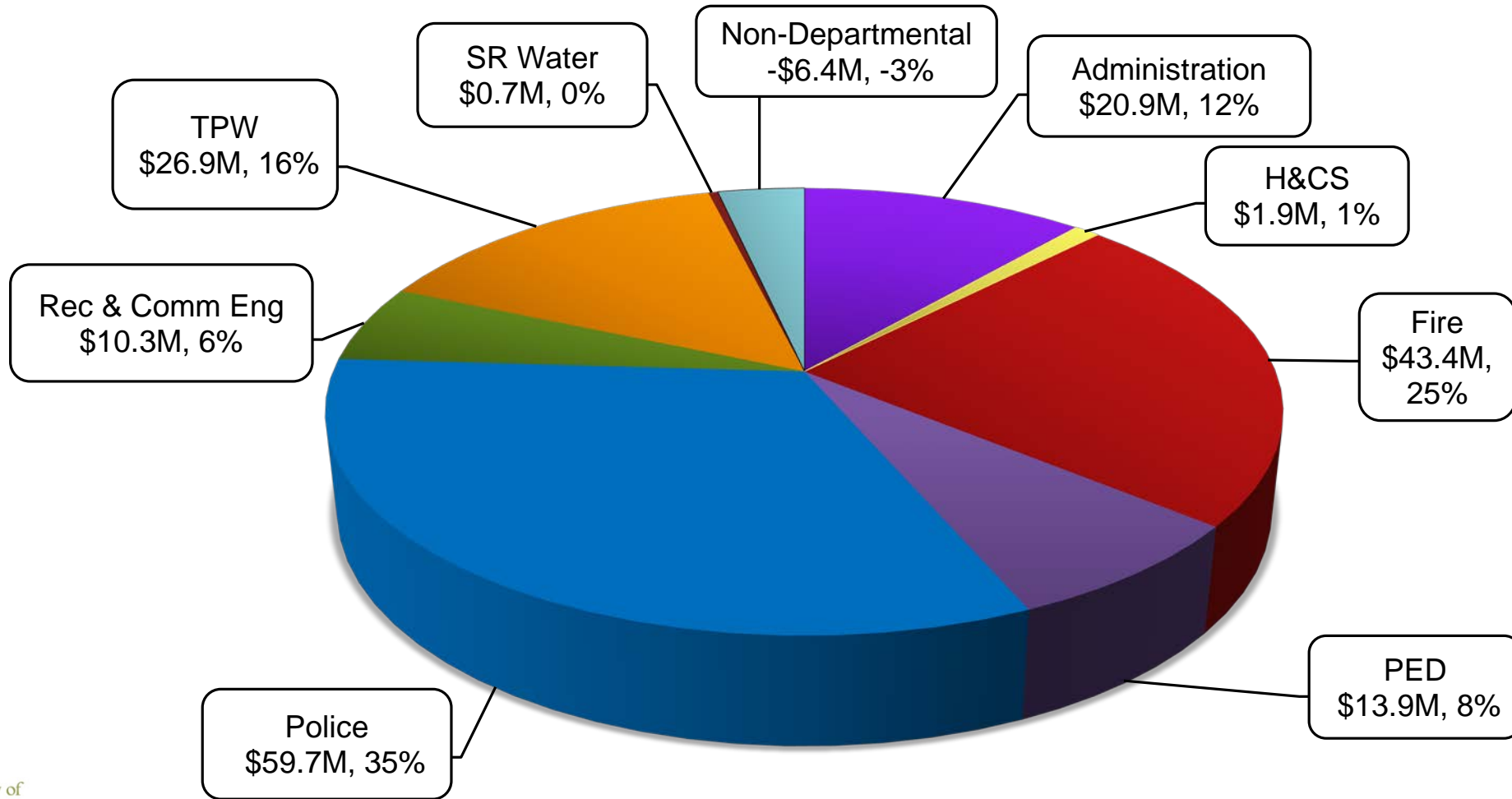


FY 2019-20 General Fund Expenditures by Department (in millions)

Department	2018-19 Adopted Budget	2019-20 Proposed Budget	\$ Change	% Change
Administration*	\$22.4	\$20.9	-\$1.5	-6.7%
Housing & Community Services	1.9	1.9	-	0%
Fire	40.1	43.4	3.3	8.2%
Planning & Economic Develop.	13.8	13.9	0.1	0.7%
Police	59.3	59.7	0.4	0.7%
Recreation & Comm Engagement	16.4	10.3	-6.1	-37.2%
Transportation & Public Works	21.3	26.9	5.6	26.3%
SR Water (Storm Water GF only)	0.6	0.7	0.1	16.7%
Non-Departmental	-6.1	-6.4	-0.3	-4.9%
Total	\$169.7M	\$171.3M	\$1.6M	0.9%

*Administration includes: City Council, City Manager's Office, City Attorney's Office, Human Resources and Finance.

FY 2019-20 General Fund Expenditures by Department



Total GF Expenditures = **\$171.3M**

FY 2019-20 General Fund Expenditures by Category (in millions)

Category	2018-19 Adopted Budget	2019-20 Proposed Budget	\$ Change	% Change
Salaries	\$85.5	\$85.8	\$0.3	0.4%
Benefits	49.0	49.5	0.5	1.0%
Professional Services	11.1	11.9	0.8	7.2%
Vehicle Expense	4.9	5.1	0.2	4.1%
Operational Supplies	3.3	3.4	0.1	3.0%
Utilities	3.9	3.9	-	0%
Information Technology	4.8	4.7	-0.1	-2.1%
Liability/Property Insurance	1.6	1.8	0.2	12.5%
Other Miscellaneous	1.0	1.0	-	0%
Capital Outlay	0.2	0.1	-0.1	-50%
CIP and O&M Projects	4.4	4.1	-0.3	-6.8%
Total	\$169.7M	\$171.3M	\$1.6M	0.9%

General Fund Baseline Calculation

	FY 2019-20	% of Total GF Expenditures
Total General Fund Expenditures	\$171.3M	
POLICE		
Baseline	\$58.8M	34.3%
Proposed Budget	\$59.7M	
Over/(Under) Baseline	\$0.9M	
FIRE		
Baseline	\$40.6M	23.7%
Proposed Budget	\$43.4M	
Over/(Under) Baseline	\$2.8M	
VIOLENCE PREVENTION		
Baseline	\$716K	0.4%
Proposed Budget	\$716K	
Over/(Under) Baseline	--	

FY 2019-20 General Fund Summary

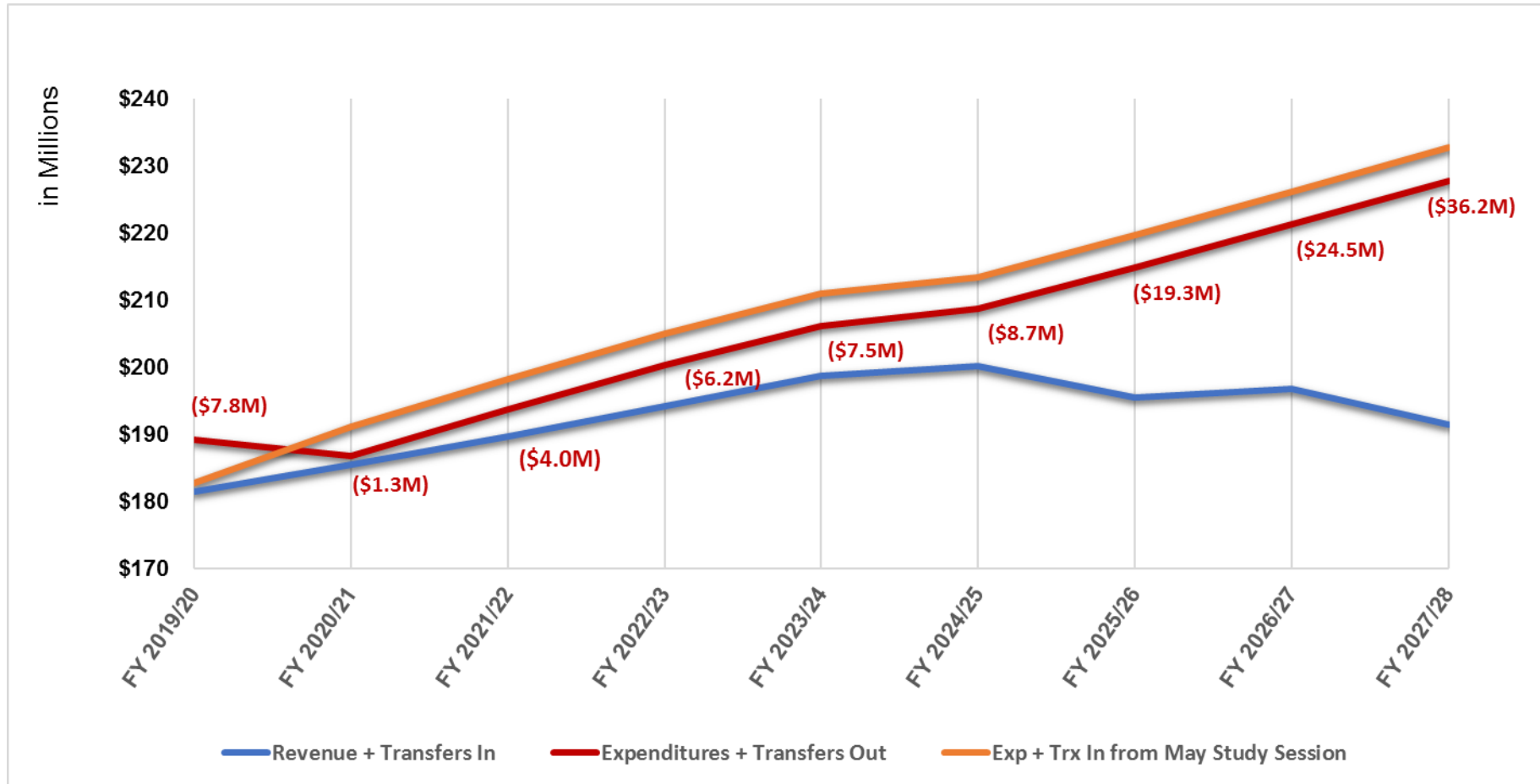
(in millions)

Proposed General Fund Budget	
Revenue	\$178.7
Transfers In	2.8
Total Revenues + Transfers In	\$181.5
Operating Expenditures	\$171.3
Capital Improvement Projects	12.2
Transfers Out	5.8
Total Expenditures + Transfers Out	\$189.3
Use of Reserves	(\$7.8M)

Status of General Fund Reserves

	Amount	Reserve Percentage
FYE 2018-19 Estimated Reserves	\$32.4M	18.5%
FY 2019-20 Use of Reserves	-7.8M	
FYE 2019-20 Estimated Reserves	\$24.6M	14.4%
<i>Policy-Mandated Reserve Requirement</i>	<i>\$25.7M</i>	<i>15%</i>
Over/(Under) Council Policy	(\$1.1M)	

Long Range Financial Forecast



FTE Staff Summary

Authorized FTE Staff Summary

Dept.	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FTE Change	FY 19-20
CAO	12.90	14.90	15.90	16.90	-1.00	15.90
CMO	17.00	11.00	13.00	14.00	-4.00	10.00
Comm Engage	-	7.00	7.00	7.00	-7.00	--
Finance	64.35	97.35	98.85	102.35	-6.50	95.85
Fire	147.75	147.75	148.75	149.75	1.25	151.00
EDH	60.00	--	--	--	--	--
H&CS	-	30.75	33.00	35.50	-1.50	34.00
HR	20.00	21.00	21.00	21.00	-1.00	20.00

Authorized FTE Staff Summary

Dept.	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FTE Change	FY 18-19
IT	26.00	28.00	29.00	30.00	-1.00	29.00
CD	37.75	--	--	--	--	--
PED	--	50.00	51.00	63.00	-2.00	61.00
Police	256.75	256.50	264.50	266.50	-6.00	260.50
R&P	93.15	74.00	74.00	74.00	-74.00	--
Parks/ Comm Engage	--	--	--	--	44.00	44.00
TPW	270.50	277.50	274.50	274.00	16.00	290.00
Water	243.50	249.50	253.50	252.50	-5.00	247.50
Total FTEs	1,249.65	1,265.25	1,284.00	1,306.50	-47.75	1,258.75



FY 2019-20 General Fund Position Change Detail – Presented at Study Session

Dept.	Position Title	FTE
CMO	Sonoma Co. Public Safety Consortium Administrator	-1.00
CMO	Convert LT Associate Right-of-Way to Reg Full-Time	--
Finance	LT Meter Specialist (funded by Water)	-2.00
Finance	LT Customer Service Representative (funded by Water)	-1.00
RP to PED	Art Coordinator (Mid-Year 2018-19)	--

FY 2019-20 General Fund

Position Change Detail – Additional Staffing Changes

Dept.	Position Title	FTE
CAO	Assistant City Attorney	-1.00
CMO	Deputy City Manager	-1.00
CMO	Administrative Secretary	-1.00
Comm Eng	Community Engagement Director	-1.00
Finance	Revenue Manager	-1.00
Finance	Payroll Manager	-1.00
Finance	Senior Administrative Assistant	-1.00
Fire	Senior Administrative Assistant	-0.75

FY 2019-20 General Fund

Position Change Detail – **Additional Staffing Changes**

Dept.	Position Title	FTE
Fire	Community Outreach Specialist (2 yr. limited term)	1.00
Fire	Deputy Emergency Preparedness Coordinator	1.00
HCS	Community Outreach Specialist	-1.00
HCS	Senior Administrative Assistant	-0.50
HR	Employee Services Manager	-1.00
PED	Development Review Coordinator	-1.00
PED	Convert Reg City Planner to 3 yr. LT for General Plan	--
PED	Building Plans Examiner	-1.00
PED	Program Specialist II	-1.00
PED	Reclassify Administrative Technician to Admin Secretary	--

FY 2019-20 General Fund Position Change Detail – **Additional Staffing Changes**

Dept.	Position Title	FTE
Police	Research and Program Coordinator	-1.00
Police	Police Personnel Supervisor	-1.00
Police	Police Technician	-1.00
Police	Community Service Officers	-3.00
Recreation	Recreation Coordinator	-1.00
Recreation	Administrative Secretary	-1.00
Parks	Parks Superintendent	-1.00
Parks	Senior Maintenance Worker	-1.00
Parks	Groundskeeper	-4.00

FY 2019-20 General Fund Position Change Detail – **Additional Staffing Changes**

Dept.	Position Title	FTE
TPW	Senior Administrative Assistant	-1.00
TPW	Civil Engineering Tech III	-4.00
TPW	City Surveyor	-1.00
TPW	Senior Maintenance Worker	-2.00
TPW	Street Crew Supervisor	-1.00
TPW	Skilled Maintenance Worker	-1.00
Total General Fund FTE Changes		-39.25

FY 2019-20 Non-General Fund Position Change Detail

Dept.	Position Title	FTE
HR/RM	Extend LT Risk Analyst exp. 6/30/2020	--
OCE	Extend LT Community Outreach Specialist exp 8/31/2020	--
Finance	Parking Citation Review Officer	-0.50
IT	IT Technician (Presented at Study Session as -2.00 FTE)	-1.00
IT	Convert LT Tech Application Specialist to Reg Full-Time	--
TPW	Equipment Mechanic	-2.00
Water	Reclassify Right of Way Agent to Real Property Manager	--
Water	Water Resources Technician	-1.00
Water	Utilities Systems Operator	-2.00
Water	Skilled Maintenance Worker	-1.00
Water	Environmental Compliance Inspector	-1.00
	Total Non-General Fund FTE Changes	-8.50

Questions / Comments