

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: GLORIA HURTADO, DEPUTY CITY MANAGER
CITY MANAGER'S OFFICE
SUBJECT: RATIFICATION OF ASSIGNMENT OF SUPERVISION OF
PARKING DIVISION TO THE CHIEF FINANCIAL OFFICER

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the City Manager that the Council, by resolution, ratify the assignment of supervision of the Parking Division to the Chief Financial Officer (CFO), relating back to October 19, 2015.

EXECUTIVE SUMMARY

The CFO's duties are prescribed in Section 24 of the City Charter. These duties include the responsibility for the accounting functions of the City. They also include the responsibility for the retention and preservation of all City accounts, books and other financial matters. The City Council may prescribe additional duties to the CFO pursuant to Section 38 of the City Charter. The City Manager assigned the supervision of the Parking Division to the CFO on October 19, 2015. The proposed action will ratify assignment of this duty.

BACKGROUND

In October 2015, a series of organizational changes were implemented by the City Manager to ensure excellence in the delivery of services and projects. The changes included the placement of the Parking Division under the Finance Department. The City Manager provided a communication to City Council regarding the revised organizational structure on October 19, 2015.

PRIOR CITY COUNCIL REVIEW

Not Applicable

ANALYSIS

The City Charter established the appointive officers of the City (Sec. 16 Officers) including the Chief Financial Officer. Section 24 prescribes Chief Financial Officer duties. These duties include the responsibility for the accounting functions of the City. They also include the responsibility for the retention and preservation of all City accounts, books and other financial matters. The Charter further provides for additional duties to be prescribed by the Council or the general laws (Sec. 38). The assignment of the supervision of the Parking Division to the Chief Financial Officer is an expansion of duties which requires City Council approval.

The City Manager determines the organizational structure which best serves the Santa Rosa community and facilitates the implementation of City Council priorities. The proposed action ratifies the assignment of the duty of supervision of the Parking Division to the CFO back to October 19, 2015, the date of the original assignment.

FISCAL IMPACT

There is no impact to the General Fund resulting from this action.

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

CONTACT

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