



# **FY 2022-23 Budget Study Session**

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MAY 10, 2022

Opening Comments

Citywide Budget Overview

General Fund Budget Overview

Staffing Summary

Administrative Department Budgets

# Agenda

Budget Study  
Session – Day 1

FY 2022-23

Information Technology

Planning & Economic Development

Recreation & Community Engagement

Housing & Community Services

Fire Department

Police Department

Transportation & Public Works

Santa Rosa Water

Capital Improvement Program Budget

# Agenda

Budget Study  
Session – Day 2

FY 2022-23

# Opening Comments

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PROPOSED BUDGET FY 2022-23

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# City Manager's Comments

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- Getting the City of Santa Rosa “Back to Basics”
- Proposing a Balanced Budget
- Future Needs for Infrastructure

# Chief Financial Officer's Comments

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- Post-COVID Challenges
- General Fund Assumptions
- Fiscal Strategies

# Citywide Budget Overview

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PROPOSED BUDGET FY 2022-23

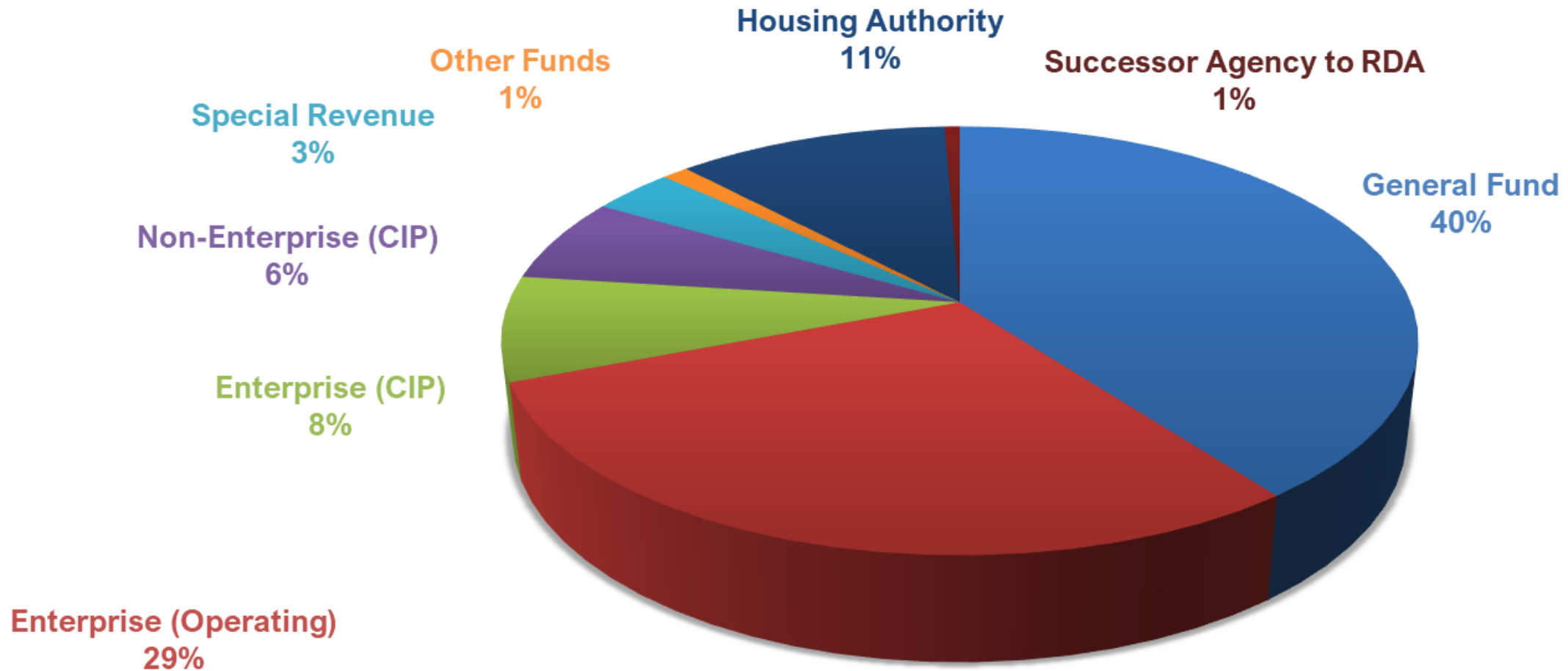
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# FY 2022-23 Citywide Revenues by Fund (in millions)

Fund Type	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
General Fund	\$178.5	\$197.5	\$19.0	10.7%
Enterprise Funds	167.8	174.9	7.1	4.2%
Special Revenue Funds	30.5	38.4	7.9	25.9%
Other Funds	4.2	5.0	0.8	19.0%
Housing Authority	41.4	48.5	7.1	17.1%
Successor Agency to RDA	3.0	3.0	--	0.0%
<b>Total</b>	<b>\$425.4M</b>	<b>\$467.2M</b>	<b>\$41.9M</b>	<b>9.8%</b>



# FY 2022-23 Citywide Expenditures by Fund



# FY 2022-23 Citywide Expenditures by Fund Type (in millions)

Fund Type	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
General Fund	\$182.5	\$190.3	\$7.8	4.2%
Enterprise (Operating)	132.1	140.6	8.5	6.4%
Enterprise (CIP)	66.3	37.8	-28.5	-43.0%
Non-Enterprise (CIP)	25.0	30.6	5.6	22.4%
Special Revenue	16.6	16.5	-0.1	-0.6%
Other Funds	5.3	5.4	0.1	1.9%
Housing Authority	44.1	54.6	10.5	23.8%
Successor Agency to RDA	3.0	3.0	0.0	0.0%
<b>Total</b>	<b>\$474.9</b>	<b>\$478.8</b>	<b>\$3.9</b>	<b>0.8%</b>
Operations (net of CIP)	\$383.6	\$410.4	\$26.8	7.0%
CIP only	\$91.3	\$68.4	-\$22.9	-25.1%

# General Fund Budget Overview

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PROPOSED BUDGET FY 2022-23

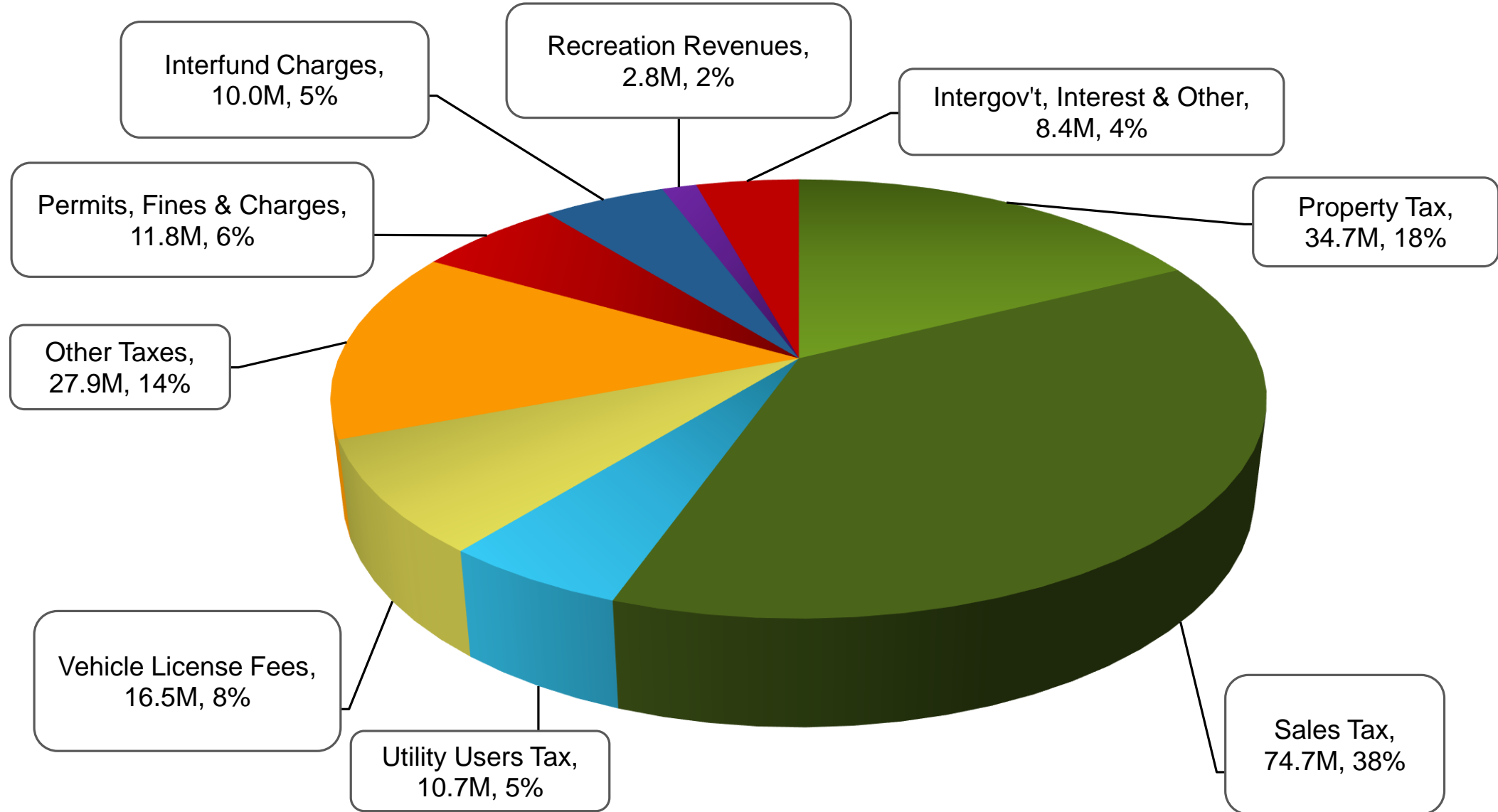
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# FY 2022-23 General Fund Summary

(in millions)

	Proposed General Fund Budget
Revenue	\$197.5
Transfers In	2.3
<b>Total Revenues + Transfers In</b>	<b>\$199.8</b>
Expenditures	\$190.3
Capital Improvement Projects	5.3
Transfers Out	4.2
<b>Total Expenditures + Transfers Out</b>	<b>\$199.8</b>
<b>Surplus/(Deficit)</b>	<b>--</b>

# General Fund Revenues by Category



# FY 2022-23 General Fund Revenues by Category (in millions)

Category	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
Property Tax	\$31.9	\$34.7	\$2.8	8.7%
Sales Tax	62.5	74.7	12.2	19.6%
Utility Users Tax	10.4	10.7	0.3	2.8%
Vehicle License Fees	15.8	16.5	0.7	4.7%
Other Taxes	25.0	27.9	2.9	11.6%
Permits, Fines & Charges	11.2	11.8	0.6	5.3%
Interfund Charges	14.0	10.0	-4.0	-28.7%
Recreation Revenues	2.5	2.8	0.3	12.6%
Intergov't, Interest & Other	5.2	8.4	3.2	62.4%
<b>Total</b>	<b>\$178.5M</b>	<b>\$197.5</b>	<b>\$19.0</b>	<b>10.7%</b>

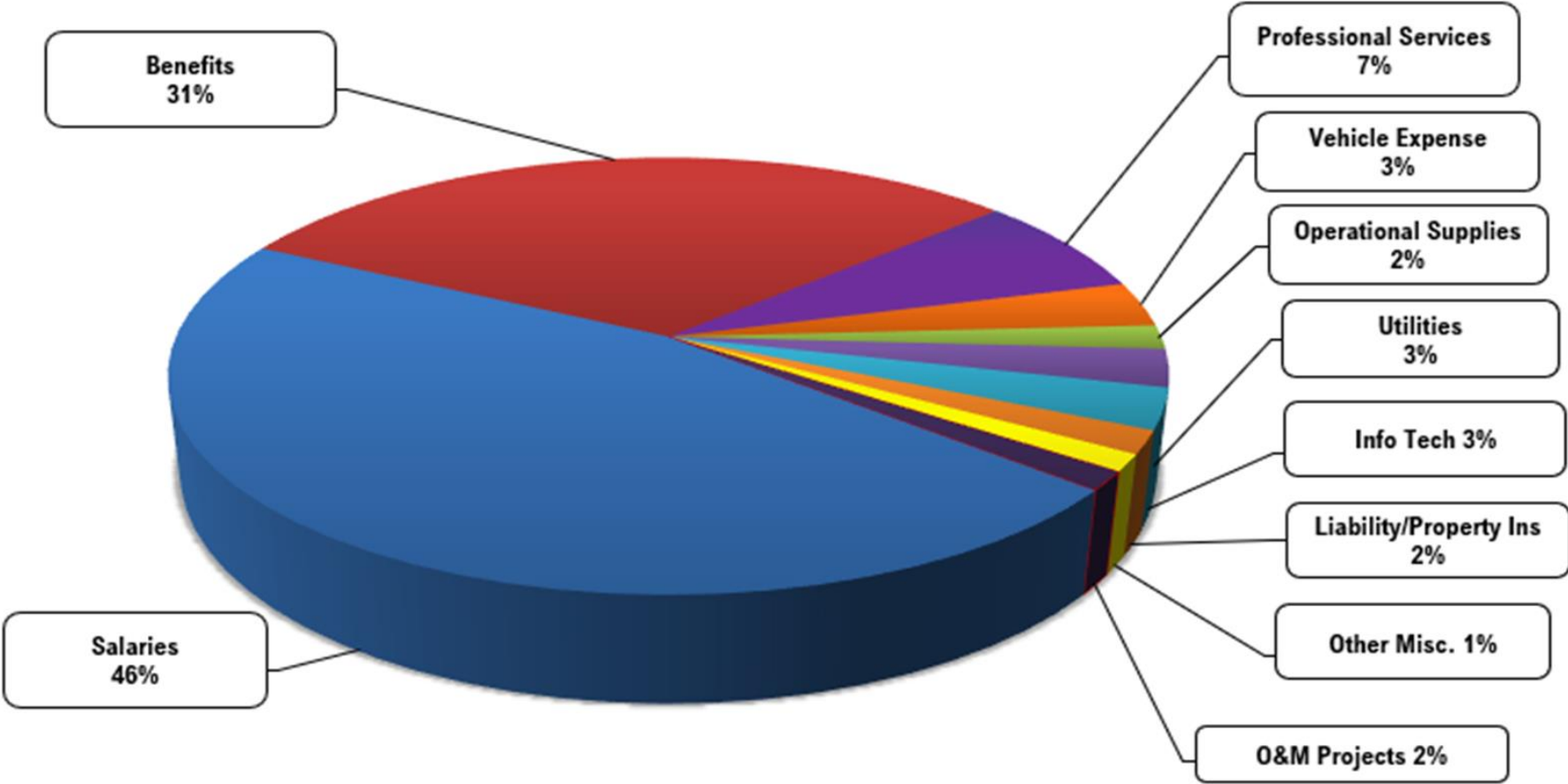
Category	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
Special Revenue Funds	\$2.13	\$2.13	\$--	--%
Special Assessment Funds	0.05	0.05	--	--%
Parking Fund	0.12	0.12	--	--%
<b>Total</b>	<b>\$2.30M</b>	<b>\$2.30M</b>	<b>--</b>	<b>--%</b>

## General Fund Transfers In Detail

(in millions)

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# General Fund Expenditures by Category

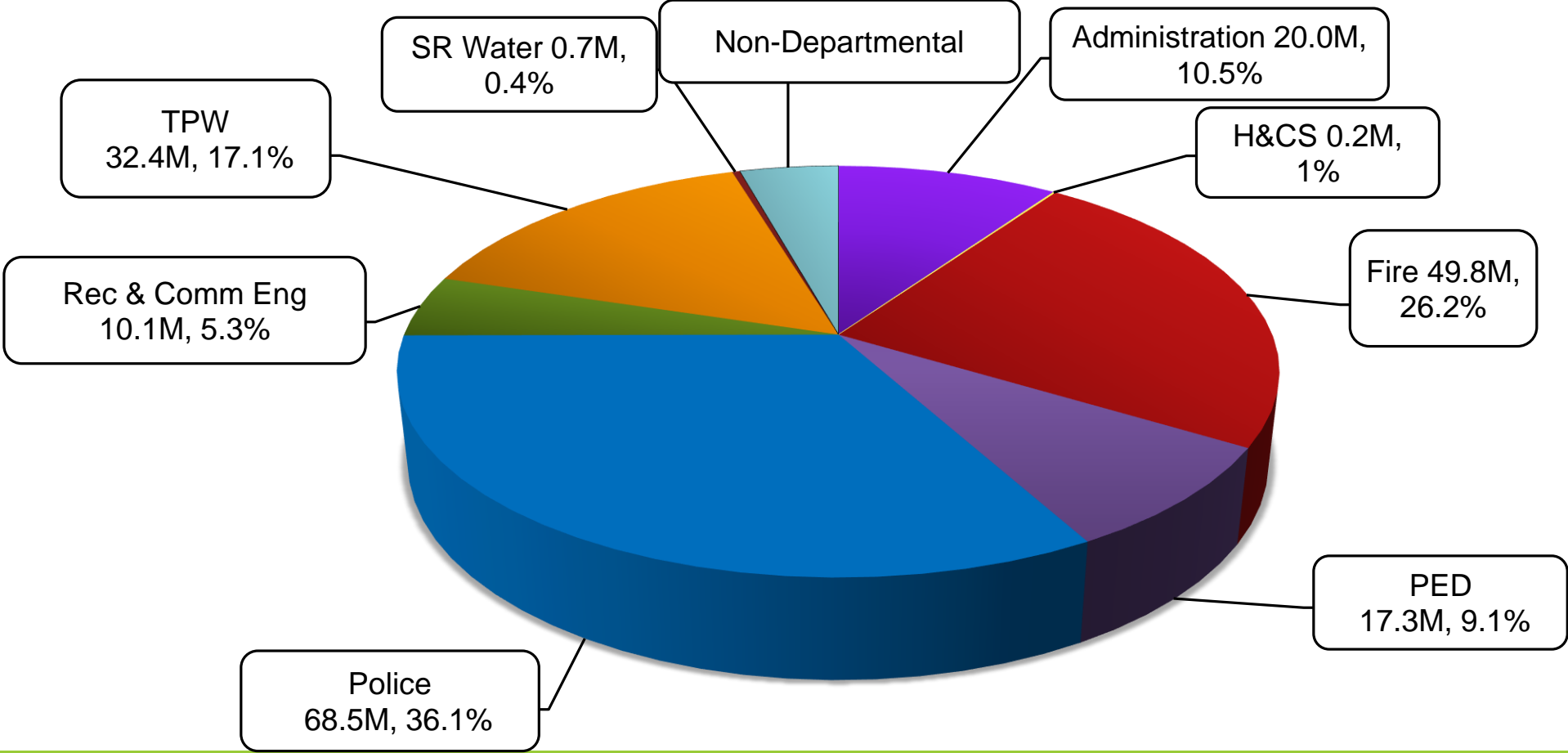




# FY 2022-23 General Fund Expenditures by Category (in millions)

Category	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
Salaries	\$85.5	\$88.4	\$2.9	3.4%
Benefits	55.7	59.0	3.3	5.9%
Professional Services	15.5	14.2	-1.3	-8.4%
Vehicle Expense	5.4	6.4	1.0	18.5%
Operational Supplies	3.2	3.4	0.2	6.2%
Utilities	4.6	5.3	0.7	15.2%
Information Technology	5.5	5.8	0.3	5.5%
Liability/Property Insurance	2.4	3.3	0.9	37.5%
Other Miscellaneous	2.0	2.3	0.3	15.0%
Capital Outlay	0.1	0.1	--	--%
O&M Projects	2.6	2.1	-0.5	-19.2%
<b>Total</b>	<b>\$182.5</b>	<b>\$190.3</b>	<b>\$7.8</b>	<b>4.3%</b>

# General Fund Expenditures by Department



# FY 2022-23 General Fund Expenditures by Department (in millions)

Department	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
Administration	\$22.3	\$20.0	-\$2.3	-10.3%
Housing & Community Services	0.2	0.2	--	-34.5%
Fire	45.8	49.8	4.0	8.7%
Planning & Economic Develop.	15.3	17.3	2.0	13.1%
Police	64.7	68.5	3.8	5.9%
Recreation & Comm Engagement	9.8	10.1	0.3	3.1%
Transportation & Public Works	29.7	32.6	2.9	9.8%
SR Water (Storm Water GF only)	0.7	0.7	--	--%
Non-Departmental	-6.0	-8.9	-2.9	48.3%
<b>Total</b>	<b>\$182.5M</b>	<b>\$190.3M</b>	<b>\$7.8</b>	<b>4.3%</b>

Category	2021-22 Adopted Budget	2022-23 Proposed Budget	\$ Change	% Change
Art-in-Lieu	\$0.03	\$0.02	-\$0.01	-33.3%
Homeless Services	3.64	--	-3.64	n/a
Courthouse Square	0.73	0.73	--	--%
CIP	3.14	5.31	2.17	69.1%
Parking Fund	1.18	1.19	0.01	0.8%
Transit Funds	0.03	0.03	--	--%
Fair Housing - RPTT	0.04	0.05	0.01	25.0%
Affordable Housing - RPTT	0.48	2.20	1.72	358.3%
<b>Total</b>	<b>\$9.27M</b>	<b>\$9.53M</b>	<b>\$0.26</b>	<b>2.8%</b>

## General Fund Transfer Out Detail

(in millions)

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# Real Property Transfer Tax



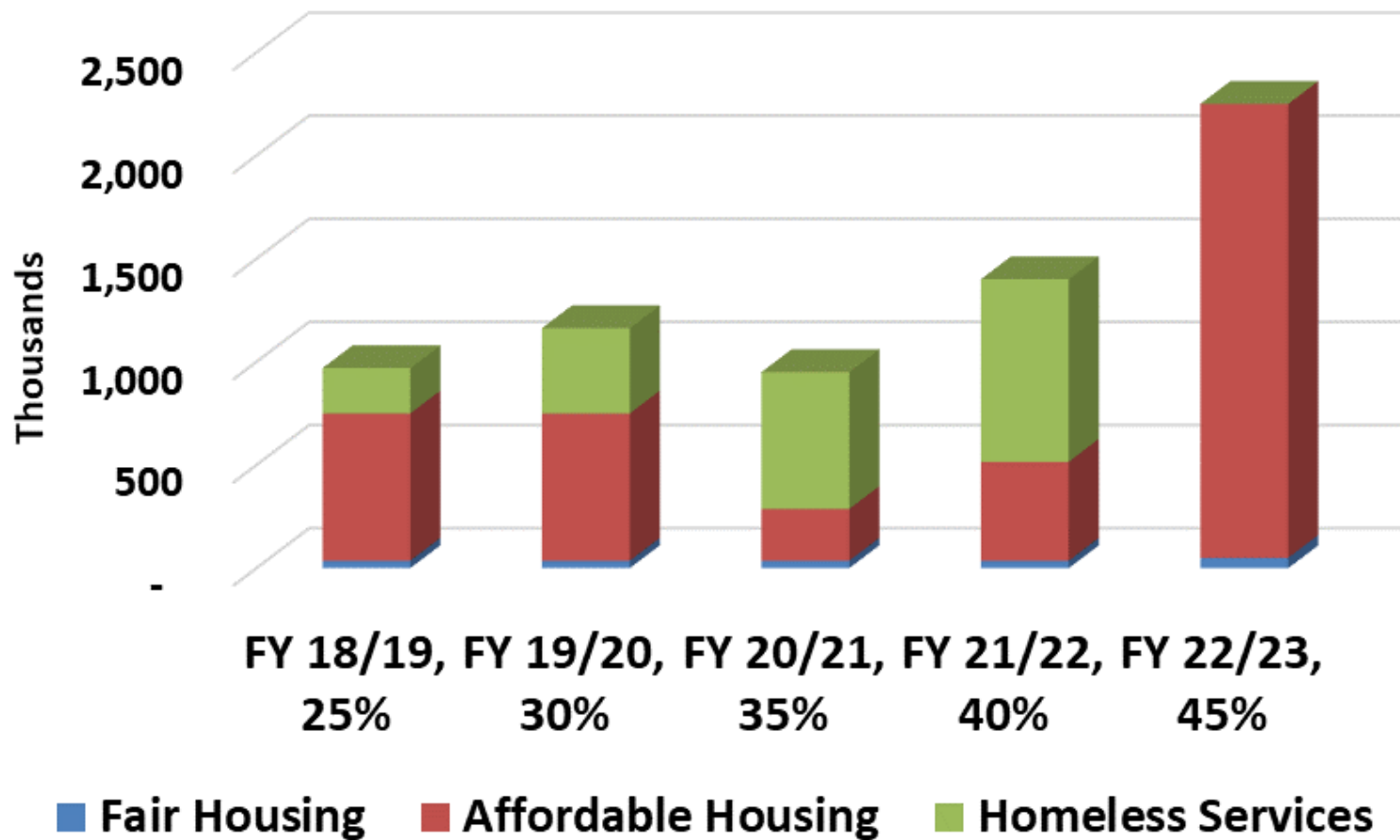
Council Policy requires 45% of FY 22-23 RPTT to be transferred to Homeless Services & Affordable Housing, increasing by 5% annually



Typically, RPTT funds Homeless Services, the Fair Housing contract and affordable housing



Beginning in FY 2022-23, ARPA funds will support Homeless services for approximately 2.5 years, allowing all RPTT to go to housing



# Real Property Transfer Tax

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# Fire Equipment Replacement

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General Fund Fire Department  
Vehicles & Equipment will be placed  
on a replacement schedule

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FY 2022-23 Initial Funding: **\$2.7M**  
**designated Fiscal Stability Funds**

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Annual Funding Ongoing: **~\$1.2M of**  
**General Fund appropriations**  
**beginning FY 2023-24**

# General Fund 5-Year Forecast

	<b>FY 22-23 Budget</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>
Revenues	197.5	199.6	206.3	211.2	215.7
Transfers In	2.3	2.3	2.4	2.4	2.5
<b>Total</b>	<b>199.8</b>	<b>201.9</b>	<b>208.7</b>	<b>213.6</b>	<b>218.2</b>
Expenditures	190.3	196.9	201.1	205.4	209.5
Transfers Out	9.5	6.3	7.5	9.3	12.1
<b>Total</b>	<b>199.8</b>	<b>203.3</b>	<b>208.7</b>	<b>214.7</b>	<b>221.6</b>
<b>Surplus (Deficit)</b>	<b>--</b>	<b>(1.4)</b>	<b>0.0</b>	<b>(1.1)</b>	<b>(3.4)</b>



# General Fund Baseline – Measure O

	<b>Police: 34.3%</b>	<b>Fire: 23.7%</b>	<b>Violence Prevention: 0.4%</b>
<b>General Fund Department Budget</b>	\$68,540,250	\$49,764,957	\$794,981
<b>Baseline Calculation</b>	65,288,221	45,120,667	805,902
<b>Over (Under) Baseline</b>	<b>\$3,252,029</b>	<b>\$4,644,290</b>	<b>\$10,921</b>

# Staffing Summary

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PROPOSED BUDGET FY 2022-23

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# Authorized FTE Staff Summary

Dept.	FY 21-22	FTE Change	FY 22-23
CAO	15.90	--	15.90
CMO	9.00	2.00	11.00
Comm's & Intergovt Rel	7.00	--	7.00
Finance	89.60	-27.00	62.60
Fire	148.00	9.00	157.00
H&CS	24.00	3.00	27.00
HR	21.00	1.00	22.00

# Authorized FTE Staff Summary

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Dept.	FY 21-22	FTE Change	FY 22-23
IT	30.00	1.00	31.00
PED	68.00	6.00	74.00
Police	256.00	3.00	259.00
Rec & Comm Engage	42.00	2.00	44.00
TPW	288.00	4.00	292.00
Water	248.50	27.50	276.00
<b>Total FTEs</b>	<b>1,247.00</b>	<b>31.50</b>	<b>1,278.50</b>

# FY 2022-23 General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
CMO	Assistant City Manager (from PED and TPW)	2.00
	<b>Total Change CMO</b>	<b>2.00</b>
Finance	Water Billing (to Water Department)	-27.00
	<b>Total Change Finance</b>	<b>-27.00</b>
FIRE	Limited Term Firefighters (midyear)	6.00
FIRE	Fire Captain (midyear)	1.00
FIRE	Firefighters	2.00
	<b>Total Change Fire</b>	<b>9.00</b>
HR	Human Resources Analyst (midyear)	1.00
	<b>Total Change HR</b>	<b>1.00</b>

## FY 2022-23 General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
HCS	HCS Technician – Homeless Services	1.00
HCS	Deputy Director Housing & Community Services	-1.00
	<b>Total Change HCS</b>	<b>--</b>
PED	Assistant City Manager (to CMO)	-1.00
PED	Limited Term Senior Planner - 3.5 Years & 1 Year (midyear)	2.00
PED	Limited Term City Planner - 2 Years (midyear)	1.00
PED	Development Review Coordinator (midyear)	1.00
PED	Civil Engineering Technician (midyear)	1.00
PED	Building Plans Examiner (midyear)	1.00
PED	Director of Planning & Economic Development (midyear)	1.00
	<b>Total Change PED</b>	<b>6.00</b>

## FY 2022-23 General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
Police	Police Officer	3.00
	<b>Total Change Police</b>	<b>3.00</b>
R&CE	Limited Term Community Outreach Specialist – 2 year	1.00
R&CE	Limited Term Recreation Specialist – 2 year	1.00
	<b>Total Change R&amp;CE</b>	<b>2.00</b>
TPW	Director of Transportation & Public Works (midyear)	1.00
TPW	Assistant City Manager (to CMO)	-1.00
TPW	Real Estate Services (from Water)	4.00
	<b>Total Change TPW</b>	<b>4.00</b>

## FY 2022-23 General Fund Organizational & Position Change Detail

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Dept.	Position Title	FTE
Water	Senior Administrative Assistant (from Enterprise Fund)	1.00
	<b>Total Change Water (General Fund)</b>	<b>1.00</b>
	<b>Total General Fund Position Changes</b>	<b>1.00</b>



## FY 2022-23 Non-General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
HCS	Limited Term HCS Technician (midyear)	1.00
HCS	HCS Technician	1.00
HCS	Program Specialist	1.00
	<b>Total Change HCS</b>	<b>3.00</b>
IT	Limited Term Media Technician – 3 year	1.00
	<b>Total Change IT</b>	<b>1.00</b>
Water	Wastewater Operator I/II (midyear)	1.00
Water	Senior Administrative Assistant (to General Fund)	-1.00
Water	Water Billing (From Finance)	27.00
Water	Utility Systems Operator	2.00
Water	Civil Engineering Technician	0.50

## FY 2022-23 Non-General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
Water	Real Estate Services (to TPW)	-4.00
Water	Supervising Lab Analyst	1.00
	<b>Total Change Water</b>	<b>26.50</b>
	<b>Total Non-General Fund Position Changes</b>	<b>30.50</b>

# Reclassifications

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## **City Manager's Office:**

- 1.0 FTE Limited Term Administrative Technician to Regular Full-Time Administrative Technician

## **Fire Department (General Fund):**

- 1.0 FTE Research Program Coordinator to Administrative Analyst
- 1.0 FTE Senior Administrative Assistant to Administrative Analyst
- 1.0 FTE Administrative Services Officer to Deputy Fire Chief

## **Information Technology (Internal Service Fund):**

- 1.0 FTE Senior IT Technician to Network Systems Analyst (midyear)

## **Transportation & Public Works (General Fund):**

- 1.0 FTE Associate Civil Engineer to Supervising Engineer
- 1.0 FTE Quality Control Associate to Administrative Technician
- 1.0 FTE Quality Control Associate to Assistant Land Surveyor
- 1.0 FTE Skilled Maintenance Worker to Senior Maintenance Worker

## **Santa Rosa Water (Enterprise Fund):**

- 1.0 FTE Administrative Analyst to Budget & Financial Analysis Manager
- 1.0 FTE Department Application Specialist to Department Programmer/ Analyst
- 1.0 FTE Department Review Coordinator to Supervising Engineer
- 1.0 FTE Senior Maintenance Worker to Mechanical Technologist (midyear)

# Department & Enterprise Funds

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PROPOSED BUDGET FY 2022-23

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City Council

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City Manager's Office

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City Attorney's Office

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Communications & Intergovernmental Relations Office

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Human Resources

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Finance

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Non-Departmental

# Department Review Schedule

May 10, 2022:  
Administrative  
Departments

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Information Technology

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Planning & Economic Development

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Recreation & Community Engagement

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Housing & Community Services

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Fire Department

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Police Department

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Transportation & Public Works

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Santa Rosa Water

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Capital Improvement Program

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# Department Review Schedule

May 11, 2022

# City Council

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PROPOSED BUDGET FY 2022-23

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# City Council – by Program

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<b>Expenditures by Program</b>	<b>2021 - 2022 Budget</b>	<b>2022 - 2023 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Events	\$105,000	\$105,000	\$0	0.0%
Administration	\$1,064,785	\$862,814	-\$201,971	-19.0%
Elections	\$0	\$612,730	\$612,730	N/A
<b>Total</b>	<b>\$1,169,785</b>	<b>\$1,580,544</b>	<b>\$410,759</b>	<b>35.1%</b>



# General Fund Changes

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- \$500,000 increase in Professional services to pay for a four-district election year and \$25,000 increase for public printed election materials
- \$150,000 year-over-year decrease for redistricting costs in FY 2021-22 that are not budgeted in FY 2022-23
- Council Member's salaries remained flat; increase of \$18K in Benefits

# City Manager's Office

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PROPOSED BUDGET FY 2022-23

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# City Manager's Office – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$2,115,190	\$2,882,370	\$767,180	36.3%
Homeless Shelter Operations	\$4,593,416	\$3,995,105	-\$598,311	-13.0%
<b>Total</b>	<b>\$6,708,606</b>	<b>\$6,877,475</b>	<b>\$168,869</b>	<b>2.5%</b>

# City Manager's Office – by Program

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<b>Expenditures by Program</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
City Clerk	\$81,320	\$81,256	-\$64	-0.1%
Homeless Services	\$4,278,416	\$3,645,105	-\$633,311	-14.8%
General Administration	\$2,033,870	\$2,801,114	\$767,244	37.7%
CIP and O&M Projects	\$315,000	\$350,000	\$35,000	11.1%
<b>Total</b>	<b>\$6,708,606</b>	<b>\$6,877,475</b>	<b>\$168,869</b>	<b>2.5%</b>

# General Fund Changes

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- Addition of 2.0 FTE Assistant City Manager positions in the City Manager's Office, which were moved from PED and TPW, along with support costs
- Addition of 1.0 FTE HCS Technician in Housing & Community Services that is 100% funded by the Homeless Services Fund in the City Manager's Office
- American Rescue Plan Act (ARPA) Fund will fund the City's portion of Homeless Services in FY 2022-23, eliminating the transfer from the General Fund

# City Manager's Office: Accomplishments

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- Successfully opened City Hall and offices during COVID
- Appointed Assistant City Manager, Chief Financial Officer, and Chief Information Officer
- Held two Council Goal Setting Sessions (August 2021 and February 2022)
- Held Executive Retreat in November
- Launched recruitments for Police Chief, Chief Communications Officer, and Assistant City Manager

# City Manager's Office: Challenges

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- Recruitment and retention for all City departments
- Outdated infrastructure

# City Attorney's Office

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PROPOSED BUDGET FY 2022-23

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# City Attorney's Office – by Fund

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<b>Expenditures by Fund</b>	<b>2021 - 22 Budget</b>	<b>2022 - 23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$3,824,241	\$3,888,597	\$64,356	1.7%
<b>Total</b>	<b>\$3,824,241</b>	<b>\$3,888,597</b>	<b>\$64,356</b>	<b>1.7%</b>

# General Fund Changes

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- \$9.5K of additional Training, Services and Supplies budget appropriations

# City Attorney's Office: Accomplishments

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- Provided guidance and support to the Charter Review Committee in its consideration of a wide range of possible Charter amendments, including preparation of presentations and research materials, participation in bi-weekly meetings, and assistance in preparation of a draft final report for Council.
- Worked closely with the City Clerk to guide redistricting following the 2020 Federal Census, successfully resulting in a well-supported new district map.
- Successfully negotiated MOUs with labor groups. Significant cost savings to the City through minimal use of outside counsel.
- Vigorously defended and resolved significant litigation matters at little or no cost to the City.

# City Attorney's Office: Challenges

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The City Attorney's Office will continue to provide essential legal support to the City Council, City Manager and all City Departments in pursuit of the Council's top priorities and excellence in core City services.

- CAO anticipates significant time and resources will be directed to guiding the final decision-making in the City's Charter review and assisting in drafting proposed ballot measures.
- CAO anticipates devoting significant resources to the 2022 election, including four Council member elections, two or more Charter Amendments, a possible extension of Measure O, and other matters.
- CAO will continue to work closely with staff on issues of housing, homelessness, emergency response, public safety reforms, upstream investments and downtown development.
- CAO will work in close collaboration with the Council, the City Manager, the Departments and Seed Collaborative in moving forward to build an organization and community that strongly celebrates diversity and embraces equity, inclusion and belonging.

# Communications & Intergovernmental Relations Office

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PROPOSED BUDGET FY 2022-23



# Communications & Intergovernmental Relations Office – by Fund

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<b>Expenditures by Fund</b>	<b>2021 - 22 Budget</b>	<b>2022 - 23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$1,378,362	\$1,444,055	\$65,693	4.8%
<b>Total</b>	<b>\$1,378,362</b>	<b>\$1,444,055</b>	<b>\$65,693</b>	<b>4.8%</b>

# General Fund Changes

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- Additional \$5K increase in printing budget to support bilingual materials and \$12K increase in staff conferences and training

# Communications & Intergovernmental Relations Office: Accomplishments

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- Developed and implemented several bilingual outreach plans, focused on equitable communications, for: Safe Parking Pilot Program, inRESPONSE Mental Health Support Team launch, new Aquatics and Senior Membership programs, Housing Choice Voucher Program, Zero Waste Food Ware Ordinance campaign, General Plan Update, redistricting, Short term rental urgency ordinance, District 3 council member vacancy, and more.
- Provided effective emergency communications for: the drought, achieving the 20% communitywide reduction in water use, and COVID-19 communications and updates.
- Launched Santa Rosa Transit's UR Free – Unlimited Rides Free for Youth pilot program campaign, resulting in a 13% increase in youth ridership over pre-pandemic rider levels.
- Secured two federal earmarks for inRESPONSE and a new Emergency Operations Center and coordinated the adoption of the City's first-ever state legislative platform.



# Communications & Intergovernmental Relations Office : Challenges

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- Decrease in public engagement in in-person outreach events and meetings, compounded by COVID surges and ever-changing Health Orders.
- Recruitment and retention challenges for open department positions.

# Human Resources

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PROPOSED BUDGET FY 2022-23

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# Human Resources – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$2,778,452	\$3,062,482	\$284,030	10.2%
Risk Management Fund	\$35,126,808	\$36,979,823	\$1,853,015	5.3%
<b>Total</b>	<b>\$37,905,260</b>	<b>\$40,042,305</b>	<b>\$2,137,045</b>	<b>5.6%</b>

# General Fund Changes

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- Added 1.0 FTE HR Analyst approved with midyear budget adjustment  
2/15/22
- \$11,000 increase for City IT services
- \$4,000 increase in advertising

# Risk Management Programs

<b>Risk Management Fund</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Administrative Staff and Supplies	1,881,407	1,951,559	70,152	3.7%
City Health	13,798,705	13,477,538	(321,167)	-2.3%
PERS Health	6,969,829	7,039,990	70,161	1.0%
Workers Compensation	4,755,020	5,173,170	418,150	8.8%
Dental/Vision	2,114,089	2,102,895	(11,194)	-0.5%
Other Employee Benefits	750,216	795,477	45,261	6.0%
Liability Insurance	3,791,184	4,924,519	1,133,335	29.9%
Earthquake Insurance	400,000	562,087	162,087	40.5%
Property/Fire Insurance	666,358	952,588	286,230	43.0%
<b>Total</b>	<b>35,126,808</b>	<b>36,979,823</b>	<b>1,853,015</b>	<b>5.3%</b>

# Human Resources: Accomplishments

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- Reached multi-year agreements with labor groups
- Transitioned to virtual training platforms to support remote work through COVID
- Near completion of SEED facilitated Citywide Equity Plan (expected summer 2022)
- Successfully implemented paperless open enrollment process with new employee self-service platform to be launched in the 2022 open enrollment period
- Completed a City-wide Safety Program Assessment and updated the IIPP and CPP

# Human Resources: Challenges

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- “The Great Resignation”- staff turnover both in the HR and Risk team and City-wide
- Adherence to changing state regulations and guidelines, including continued COVID-19 pandemic response
- Citywide pent-up demand for staff training and development
- Leveraging technology solutions to more efficiently and effectively deliver Human Resources services

# Finance Department

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PROPOSED BUDGET FY 2022-23

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# Finance – by Fund

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<b>Expenditures by Fund</b>	<b>2021 - 22 Budget</b>	<b>2022 - 23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$10,986,983	\$7,193,577	-\$3,793,406	-34.5%
Parking District Fund	\$6,562,162	\$6,850,090	\$287,928	4.4%
Pooled Investment Fund	\$291,000	\$330,000	\$39,000	13.4%
SA RDA Oblig Retirement Fund	\$3,026,638	\$3,023,661	-\$2,977	-0.1%
<b>Total</b>	<b>\$20,866,783</b>	<b>\$17,397,328</b>	<b>-\$3,469,455</b>	<b>-16.6%</b>

# Finance – by Program

<b>Expenditures by Program</b>	<b>2021 - 22 Budget</b>	<b>2022 - 23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$1,793,626	\$1,894,003	\$100,377	5.6%
Successor Agency	\$3,026,638	\$3,023,661	-\$2,977	-0.1%
Parking Services O&M	\$4,149,370	\$4,456,228	\$306,858	7.4%
Financial Services	\$2,905,534	\$2,993,046	\$87,512	3.0%
Parking Enforcement	\$1,170,492	\$1,177,507	\$7,015	0.6%
Purchasing	\$1,187,189	\$1,267,451	\$80,262	6.8%
Revenue	\$4,755,149	\$692,495	-\$4,062,654	-85.4%
Payroll and Benefits	\$636,485	\$676,582	\$40,097	6.3%
CIP and O&M Projects	\$1,242,300	\$1,216,355	-\$25,945	-2.1%
<b>Total</b>	<b>\$20,866,783</b>	<b>\$17,397,328</b>	<b>-\$3,469,455</b>	<b>-16.6%</b>

# General Fund Changes

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- Utility Billing was transferred from Finance to Water Department in early January 2021. This transfer accounted for the majority of the \$3.8M decrease in the General Fund
- Transferred 27.0 FTE from Finance to Water Department with the move of Utility Billing
- Additional ~\$35K in training, overtime and supplies appropriations that were previously cut

# Finance: Accomplishments

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- Implemented Strategies for Fiscal Stability
  - Establish Section 115 Trust for Pensions
  - Facilitated the move of Fire Equipment to the Equipment Replacement Fund
- Received \$4.3 million reimbursement from FEMA for Non-Congregate Sheltering costs during COVID-19 Pandemic.

# Finance: Challenges

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- Maintain a balanced General Fund budget over the long-term
- Identify opportunities to fund infrastructure projects while preserving cash
- Deficit in Parking Enterprise

# Parking Enterprise Fund Summary

	FY 2022-23 Proposed Budget
Revenue	\$3,889,260
Transfers In	1,191,027
<b>Total</b>	<b>\$5,080,287</b>
O&M Expenditures	5,633,735
CIP Expenditures	1,216,355
Transfers Out	120,571
<b>Total</b>	<b>\$6,970,661</b>
<b>Use of Reserves</b>	<b>(\$1,890,374)</b>

# Parking Enterprise Fund Highlights

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- Temporary waiver of parking fees is due to expire on June 30<sup>th</sup>, 2022
- \$1.3M one time payment received for the sale of Lot 2 in FY 21-22
- Estimated fund reserve on June 30<sup>th</sup>, 2022 of ~\$5 million

# Non - Departmental

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PROPOSED BUDGET FY 2022-23

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# Non Departmental – by Fund

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<b>Expenditures by Fund</b>	<b>2021 - 22 Budget</b>	<b>2022 - 23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	-\$6,004,433	-\$8,942,425	-\$2,937,992	48.9%
2013 Pension Oblig (Refund)	\$3,731,509	\$3,735,081	\$3,572	0.1%
Fire Station Capital Lease	\$367,727	\$367,727	\$0	0.0%
Courthouse Sqr Capital Lease	\$733,575	\$732,475	-\$1,100	-0.1%
<b>Total</b>	<b>-\$1,171,622</b>	<b>-\$4,107,142</b>	<b>-\$2,935,520</b>	<b>250.6%</b>

# Non Departmental – by Program

<b>Expenditures by Program</b>	<b>2021 - 22 Budget</b>	<b>2022 - 23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Citywide GF Insurance	\$2,440,213	\$3,253,041	\$812,828	33.3%
Contract Services	\$460,000	\$460,000	\$0	0.0%
SonomaCo Transportation Authority	\$110,000	\$110,000	\$0	0.0%
Debt Service	\$4,832,811	\$4,835,283	\$2,472	0.1%
General Fund Admin Cost Plan	-\$13,111,646	-\$14,312,466	-\$1,200,820	9.2%
Animal Shelter	\$2,207,000	\$2,207,000	\$0	0.0%
County Admin Fee	\$315,000	\$315,000	\$0	0.0%
Non-Program	\$1,575,000	-\$975,000	-\$2,550,000	-161.9%
<b>Total</b>	<b>-\$1,171,622</b>	<b>-\$4,107,142</b>	<b>-\$2,935,520</b>	<b>250.6%</b>

# General Fund Changes

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- \$812K increase in Citywide rates for the General Fund's portion of Liability, Fire and Earthquake insurance.
- \$1.2M decrease in General Fund Administration, which distributes administrative cost within General Fund to non-administrative departments.
- \$2M decrease in Non-Program Salaries, due to increasing the credit for Unspent Appropriations.

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# Questions?



# **FY 2022-23 Budget Study Session Day 2**

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MAY 11, 2022

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Information Technology

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Planning & Economic Development

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Recreation & Community Engagement

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Housing & Community Services

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Fire Department

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Police Department

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Transportation & Public Works

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Santa Rosa Water

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Capital Improvement Program

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# Department Review Schedule

May 11, 2022

# Information Technology

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PROPOSED BUDGET FY 2022-23

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# Information Technology – by Fund

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<b>Expenditures by Fund</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Information Technology	8,687,707	9,188,815	501,108	5.8%
Technology Replacement	650,833	725,025	74,192	11.4%
<b>Total</b>	<b>9,338,540</b>	<b>9,913,840</b>	<b>575,300</b>	<b>6.2%</b>



# Information Technology – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
I.T. Administration	885,427	970,938	85,511	9.7%
I.T. Media Services	232,486	252,488	20,002	8.6%
I.T. GIS Services	713,257	758,113	44,856	6.3%
I.T. Development	3,608,905	3,826,588	217,683	6.0%
I.T. Customer Support	2,632,632	2,750,688	118,056	4.5%
I.T. PC Replacement Program	157,949	205,375	47,426	30.0%
CIP and O&M Projects	1,107,884	1,149,650	41,766	3.8%
<b>Total</b>	<b>9,338,540</b>	<b>9,913,840</b>	<b>575,300</b>	<b>6.2%</b>

# Budget Highlights

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- Added 1.0 FTE Limited Term IT Media Services Technician (3-year). This position is funded by PG&E one-time money appropriated midyear 2021-22.
- Converted 1.0 FTE vacant Senior IT Technician to a 1.0 FTE Network Systems Analyst midyear 2021-22.
- \$20K Additional need approved for a City-Wide Cybersecurity assessment.
- \$15K Additional Need approved for ongoing Citywide Aerial GIS Mapping needs.

# Information Technology: Accomplishments

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- Partnered with PED and Finance to develop and deploy an online application and review process for short-term rentals.
- Assisted the Housing and Community Services department to develop and deploy an online public registration portal for housing-related assistance.
- Worked with Finance and HR to upgrade the City's finance/HR/payroll system to the latest available version.
- Worked with Fire to develop a vegetation management tracking system.

# Information Technology: Challenges

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- **Cybersecurity** – continue to refine processes and technologies to eliminate vulnerabilities, reduce risks and mitigate cybersecurity threats.
- **Emerging Technologies** – as mobile technologies and digital services continue to advance, the IT department must remain current to meet the needs, and expectations, of internal staff and the community.
- **Support and Maintenance** – the ever-evolving IT infrastructure must be maintained to maximize technology investments and minimize disruption of IT services.

# Planning & Economic Development

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PROPOSED BUDGET FY 2022-23

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# Planning & Economic Development – by Fund

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<b>Expenditures by Fund</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	15,268,549	17,333,340	2,064,791	13.5%
Art In-lieu Fund	308,012	243,625	-64,387	-20.9%
Santa Rosa Tourism BIA Fund	350,000	500,000	150,000	42.9%
Admin Hearing Fund	272,867	103,000	-169,867	-62.3%
<b>Total</b>	<b>16,199,428</b>	<b>18,179,965</b>	<b>1,980,537</b>	<b>12.2%</b>

# Planning & Economic Development – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	3,988,845	4,081,178	92,333	2.3%
Permit Services	1,028,521	1,274,668	246,147	23.9%
Building Plan Review	1,447,743	1,887,258	439,515	30.4%
Building Inspection	964,284	1,008,728	44,444	4.6%
Planning Development Review	2,135,215	2,162,756	27,541	1.3%
Advance Planning	552,714	761,531	208,817	37.8%
Engineering	2,913,919	3,524,444	610,525	21.0%
Economic Development	709,496	738,523	29,027	4.1%
Code Enforcement	1,459,387	1,349,783	-109,604	-7.5%
Neighborhood Revitalization Program	163,542	303,910	140,368	85.8%
CIP and O&M Projects	835,762	1,087,186	251,424	30.1%
<b>Total</b>	<b>16,199,428</b>	<b>18,179,965</b>	<b>1,980,537</b>	<b>12.2%</b>

# General Fund Changes 1 of 2

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## Actions at midyear 2021-22:

- Moved 1.0 FTE Assistant City Manager from PED to CMO
- Restored 1.0 FTE PED Director
- Added 6.0 FTEs
  - 1.0 FTE Building Plans Examiner – Permanent Position
  - 1.0 FTE Development Review Coordinator in Eng Dev Srvcs – Permanent Position
  - 1.0 FTE Civil Engineering Technician I – Permanent Position
  - 1.0 FTE City Planner - 2 Year Limited-Term – Funded by PG&E one-time money
  - 1.0 FTE Senior Planner -1 Year Limited-Term – Funded by Local Early Action Planning Grant
  - 1.0 FTE Senior Planner - 3.5 Year Limited-Term – Funded by Cannabis Control Local Assistance Grant



# General Fund Changes 2 of 2

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- Restore \$376K in Service and Supplies

*Supports existing PED development staff by returning funds for professional services, supplies and training. Offset by increase in PED permit revenue.*

- Restore approx. \$170K Code Enforcement salaries and benefits to the General Fund

*Supports existing Code Enforcement staff by eliminating charges to Administrative Hearing Fund. Revenue has declined due to policies out of the City's control.*

# Planning & Economic Development: Accomplishments 1 of 2

---

- Issued building permits for 1,404 housing units in calendar year 2021
  - 257 are single family; 1,052 multi-family; 95 accessory dwelling units
  - 472 are affordable to lower incomes; 211 very low, 191 low, 70 moderate
  - 450 additional units currently in plan review
- Issued 1,539 encroachment permits; recorded 8 subdivision maps representing 260 lots; supported the completion of 6 acres in public infrastructure
- Approved 569 housing units thru planning entitlements, including 275 affordable
- General Plan Update/Climate Plan Update/Housing Element – Alternatives Phase, In Person Community Engagement, Draft Housing Element

# Planning & Economic Development: Accomplishments 2 of 2

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- Hazard Mitigation Plan, Density Bonus Update, Short-Term Rental Urgency Ordinance, Draft Downtown Historic Resource Surveys, Draft Missing Middle Initiative, Secured \$850K in grants to support Cannabis Program & Equity work
- Selected consultant for Development Services Cost of Services Study and Fee Update
- Prepared Strategic Plans for Economic Development and Public Arts Program
- Supported businesses and workforce through the distribution of \$1M in childcare resiliency grants to 180 providers serving 6,000+ children
- Expanded the presence of public art, awarding commissions for murals and advancing the Unum sculpture

# Planning & Economic Development: Challenges 1 of 2

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- Funding for additional staff, professional services and technology to address Core Services:
  - Administrative – hybrid meetings, website and public records
  - Department Technology – Accela support and optimization, Camino, e-Permit Hub, GIS support
  - Plan Review & Inspection – Performance impacts; 3<sup>rd</sup> party limitations
  - Code Enforcement – Expanded initiatives, performance impacts; weekend response
  - Adoption of new Building Codes and readoption of All-electric ordinance

# Planning & Economic Development: Challenges 2 of 2

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- Funding/staffing for strategic initiatives:
  - Economic Development Strategic Plan implementation
  - Development Services Strategic Plan initiation
  - House Santa Rosa – Streamlining and real-time dashboard
  - Downtown Santa Rosa – Maintaining momentum; public dashboard
  - Electronic and On-line Permits – software, training, processing time
  - Data/Metrics – gathering, tracking, analysis and dashboarding/mapping

# Recreation & Community Engagement

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PROPOSED BUDGET FY 2022-23

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# Recreation & Community Engagement – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	9,806,797	10,070,591	263,794	2.7%
Measure O Fund	2,348,389	2,425,756	77,367	3.3%
Change For Kids Fund	32,204	176,460	144,256	447.9%
<b>Total</b>	<b>12,187,390</b>	<b>12,672,807</b>	<b>485,417</b>	<b>4.0%</b>

# Recreation & Community Engagement – by Program

---

<b>Expenditures by Program (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	2,793,056	2,744,462	-48,594	-1.7%
Fee-Based Recreation	1,290,278	1,337,570	47,292	3.7%
Aquatics	1,839,329	1,954,224	114,895	6.2%
Neighborhood Services	2,963,556	3,218,118	254,562	8.6%
Community Centers	2,149,825	2,235,737	85,912	4.0%
Regional Parks & Permits	836,346	867,696	31,350	3.7%
CIP and O&M Projects	315,000	315,000	0	0.0%
<b>Total</b>	<b>12,187,390</b>	<b>12,672,807</b>	<b>485,417</b>	<b>4.0%</b>



# General Fund Changes

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- Added 1.0 FTE Limited Term Recreation Specialist in Neighborhood Services - 2 Year. Funded by Change for Kid's reserve balance.
- Added 1.0 FTE Limited Term Community Outreach Specialist in Community Services - 2 Year. Funded by PG&E one-time money.

# Recreation & Community Engagement: Accomplishments (1 of 3)

---

- Reopened and operated a broad range of Recreation services:
  - 6 neighborhood services sites at Burbank Housing locations
  - Senior programs at Person Senior Wing and Steele Lane Center
  - All Recreation Facility Rentals
  - Day Camps - including Wa-Tam, Yu-Chi, and Doyle Adventure Camp
  - Aquatic Centers for High School Swim Teams and Swim Meets
  - After-School Programs and Sports Camps for underserved youth

# Recreation & Community Engagement: Accomplishments (2 of 3)

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- Safe Opening Plan for Aquatic Centers and COVID-safe Lifeguard Training
- Redwood Empire Food Bank (REFB), youth and senior nutrition partnership
- Professional Baseball – PECOS – Doyle Park Ballfield, Summer 2022

# Recreation & Community Engagement: Accomplishments (3 of 3)

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- Completed CHOICE Grant – Cycle X and extended by six months
- Awarded CHOICE Grant – Cycle XI
- Built the MaryLou Low-rider Patrol Car with 500+ attending the downtown reveal event
- Sideshows in Santa Rosa – 4 listening sessions, 600+ surveys
- Declared Racism as a Public and Human Rights Crisis in Santa Rosa

# Recreation & Community Engagement: Challenges

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- Renewal of Measure O
- Reevaluation of the Recreation Fee Structure and Rates
- Re-engaging Public in post-COVID services
- Seasonal Temporary Employee Hiring
- Expansion of After-School and Summer programming
- Shutdown of Finley Aquatics during Water Feature Construction

# Housing & Community Services

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PROPOSED BUDGET FY 2022-23

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# Housing & Community Services

## – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$245,057	\$161,000	-\$84,057	-34.3%
Mobilehome Rent Stabilization	\$146,511	\$143,569	-\$2,942	-2.0%
Admin Housing & Community Services	\$1,435,301	\$1,574,741	\$139,440	9.7%
Rental Assistance Programs	\$34,666,183	\$38,967,504	\$4,301,321	12.4%
Housing Trust	\$8,015,861	\$14,041,948	\$6,026,087	75.2%
<b>Total</b>	<b>\$44,508,913</b>	<b>\$54,888,762</b>	<b>\$10,379,849</b>	<b>23.3%</b>

# Housing & Community Services – by Program

<b>Expenditures by Program</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Mobile Home Rent Control Ord.	\$146,511	\$143,569	-\$2,942	-2.0%
Housing Trust	\$7,076,052	\$12,125,938	\$5,049,886	71.4%
Admin Housing & Community Services	\$2,144,561	\$2,174,741	\$30,180	1.4%
Code Enf/Community Services Programs	\$195,057	\$111,000	-\$84,057	-43.1%
Rental Assistance Programs	\$34,666,183	\$38,967,504	\$4,301,321	12.4%
CIP and O&M Projects	\$280,549	\$1,366,010	\$1,085,461	386.9%
<b>Total</b>	<b>\$44,508,913</b>	<b>\$54,888,762</b>	<b>\$10,379,849</b>	<b>23.3%</b>



# General Fund Changes

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- Eliminated vacant 1.0 FTE Deputy Director of Code Enforcement in General Fund
- Added 1.0 FTE HCS Technician 100% funded by the Homeless Services Fund in the City Manager's Office

# Budget Highlights – Housing Authority

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- Added 3.0 FTEs funded by the Housing Authority
  - 1.0 FTE Limited Term HCS Technician added midyear FY 21-22, in Rental Housing Assistance
  - 1.0 FTE HCS Technician in Housing Trust
  - 1.0 FTE Program Specialist in Rental Housing Assistance
- Increase in Rental Assistance Program administrative allowance from HUD
- Increase in RPTT funding available for Affordable Housing

# Housing & Community Services: Accomplishments

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- Initiated new EHV program - 131 vouchers, \$2.5M funding
- Completed over 1,600 HCV inspections postponed in 2020 and 2021 due to COVID
- Solicited and awarded \$38.4M in CDBG-DR funds to 5 new rental projects
- Performed compliance monitoring on 4,000+ units
- Committed 132 Project Based Vouchers (PBV) to affordable housing projects
- Developed and implemented electronic Section 8 Waiting List

# Housing & Community Services: Challenges

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- Hire and train staff to address the core program and services, as well as the evolving and expanding housing programs
- Continue management of one-time funding including HOME-ARP and EHV's
- Launch Downpayment Assistance program

# Fire Department

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PROPOSED BUDGET FY 2022-23

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# Fire Department – by Fund

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<b>Expenditures by Fund</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$45,752,767	\$49,764,957	\$4,012,190	8.8%
Measure "O" - Fire	\$3,684,845	\$3,825,997	\$141,152	3.8%
Capital Improvement Fund	\$379,117	\$503,247	\$124,130	32.7%
<b>Total</b>	<b>\$49,816,729</b>	<b>\$54,094,201</b>	<b>\$4,277,472</b>	<b>8.6%</b>

# Fire Department – by Program

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<b>Expenditures by Program</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Fire Operations	\$36,518,212	\$39,850,578	\$3,332,366	9.1%
Measure O Fire	\$3,684,845	\$3,825,997	\$141,152	3.8%
General Administration	\$5,517,195	\$6,156,406	\$639,211	11.6%
Fire Prevention	\$3,207,363	\$3,270,063	\$62,700	2.0%
CIP and O&M Projects	\$889,114	\$991,157	\$102,043	11.5%
<b>Total</b>	<b>\$49,816,729</b>	<b>\$54,094,201</b>	<b>\$4,277,472</b>	<b>8.6%</b>

# General Fund Changes

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- \$1,440,000 of regular overtime added to the Fire Department's annual budget.
- \$250K increase in lease payments for two Type-I Engines
- 6.0 FTE Limited Term Firefighters and 1.0 Fire Captain added midyear 2021-22 to be reimbursed 100% by the inRESPONSE program.
- Added 2.0 FTE Firefighter positions to become fully staffed and help offset overtime.
- Budget neutral Administrative staff reorganization



# Fire Department: Accomplishments

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- Implemented Vegetation Management Program; added \$5.3M in grants
- Implemented Recruitment and Diversity Strategic Plan
- Purchased two Type 1 and two Type 3 fire engines
- Purchased Station 5 and Station 8 properties
- Reorganized Fire Administration Bureau
- Funded ‘Hot’ EOC construction project (Federal Earmark)
- Hired to maintain constant staffing model in Suppression Division

# Fire Department: Challenges

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- Recruitment in technical job classifications
- Controlling non-contract overtime costs
- Behavioral and physical health and wellness of employees
- Privacy retrofits or remodels of fire stations
- Supply chain delays in purchasing equipment and apparatus

# Police Department

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PROPOSED BUDGET FY 2022-23

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# Police Department – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$64,682,294	\$68,540,250	\$3,857,956	6.0%
Measure "O" - Police	\$4,002,715	\$4,209,676	\$206,961	5.2%
Federal Narcotics Asset Forfeiture	\$40,000	\$40,000	\$0	0.0%
Supplemental Law Enforcement	\$300,000	\$520,000	\$220,000	73.3%
State Narcotics Asset Forfeiture	\$150,000	\$150,000	\$0	0.0%
Capital Improvement Fund	\$275,000	\$0	-\$275,000	-100.0%
<b>Total</b>	<b>\$69,450,009</b>	<b>\$73,459,926</b>	<b>\$4,009,917</b>	<b>5.8%</b>

# Police Department – by Program

<b>Expenditures by Program</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$9,964,534	\$9,591,804	-\$372,730	-3.7%
Technical Services	\$8,848,501	\$9,436,470	\$587,969	6.6%
Support Bureau	\$932,953	\$979,386	\$46,433	5.0%
Measure O Police	\$4,002,715	\$4,209,676	\$206,961	5.2%
Field Services	\$34,421,246	\$37,918,722	\$3,497,476	10.2%
Investigative Services	\$10,650,637	\$10,969,445	\$318,808	3.0%
CIP and O&M Projects	\$629,423	\$354,423	-\$275,000	-43.7%
<b>Total</b>	<b>\$69,450,009</b>	<b>\$73,459,926</b>	<b>\$4,009,917</b>	<b>5.8%</b>

# General Fund Changes

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- Added 3.0 FTE Police Officers
- \$1,670,000 increase in CalPERS unfunded liability payment
- \$1,160,000 decrease from moving inRESPONSE program to ARPA Fund
- \$179,000 increase in equipment repair garage services

# Police Department: Accomplishments

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- Successfully launched the inRESPONSE program
- Created the Special Enforcement Team. This is a team of 4 Patrol Officers and 1 Sergeant whose primary function is proactive policing. This team has made a significant impact in overall crimes seizing 20 firearms, 5 of which were ghost guns, and making a total of 56 arrests of violent offenders
- Increased community engagement: Community Police Experience (CPE), Chiefs Community Ambassador Team (C-CAT), Public Safety Subcommittee (PSS)
- Developing a more comprehensive implicit bias and cultural diversity training program for all staff, including the training of key staff to become trainers for the entire department
- Sent staff to 24,157 hours of training

# Police Department: Challenges

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- Recruitment and retention of qualified staff
- Increase in violent crimes and property crimes
- Funding and implementation of rapidly developing technology
- Citywide traffic safety and increase of sideshow activities
- Best practice average response time of 6 minutes for priority one calls



# Transportation & Public Works

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PROPOSED BUDGET FY 2022-23

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# Transportation & Public Works – by Fund

<b>Expenditures by Fund (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$29,760,359	\$32,588,077	\$2,827,718	9.5%
Measure M - Parks 2019	\$139,217	\$171,042	\$31,825	22.9%
Special Assessment/ Tax Districts	\$118,301	\$125,043	\$6,742	5.7%
Utilities Administration Fund	\$1,223,165	\$1,206,881	-\$16,284	-1.3%
Municipal Transit Fund	\$12,510,386	\$13,693,693	\$1,183,307	9.5%
Paratransit Operations	\$1,379,596	\$1,525,830	\$146,234	10.6%
Bennett Valley Golf Course Operations	\$144,504	\$188,559	\$44,055	30.5%
Taxable Golf Bond Debt Service	\$132,224	\$132,736	\$512	0.4%
Tax-exempt Golf Bond Debt Service	\$260,282	\$262,625	\$2,343	0.9%
Storm Water Enterprise Fund	\$562,873	\$593,056	\$30,183	5.4%
Equipment Repair Fund	\$6,329,131	\$6,548,086	\$218,955	3.5%
Equipment Replacement Fund	\$4,821,337	\$13,065,147	\$8,243,810	171.0%
Railroad Square Maintenance Fund	\$6,882	\$7,460	\$578	8.4%
Capital Improvement Fund	\$24,164,461	\$29,740,418	\$5,575,957	23.1%
<b>Total</b>	<b>\$81,552,718</b>	<b>\$99,848,653</b>	<b>\$18,295,935</b>	<b>22.4%</b>

# Transportation & Public Works – by Program

Expenditures by Program	2021-22 Budget	2022-23 Budget	\$ Change	% Change
General Administration	\$1,606,282	\$1,651,462	\$45,180	2.8%
Zero Waste Operations	\$149,852	\$166,670	\$16,818	11.2%
Transit	\$13,889,982	\$15,219,523	\$1,329,541	9.6%
Real Estate Services	\$0	\$619,613	\$619,613	NA
Capital Projects Engineering	\$2,899,589	\$2,928,338	\$28,749	1.0%
Facilities	\$4,855,706	\$5,482,411	\$626,705	12.9%
Materials Engineering	\$748,454	\$759,261	\$10,807	1.4%
Regional Parks	\$7,022,889	\$7,498,455	\$475,566	6.8%
Traffic	\$1,663,705	\$1,827,329	\$163,624	9.8%
Bennett Valley Golf Course	\$537,010	\$583,920	\$46,910	8.7%
Field Services	\$22,811,788	\$32,772,253	\$9,960,465	43.7%
CIP and O&M Projects	\$25,367,461	\$30,339,418	\$4,971,957	19.6%
<b>Total</b>	<b>\$81,552,718</b>	<b>\$99,848,653</b>	<b>\$18,295,935</b>	<b>22.4%</b>

# General Fund Changes (1 of 2)

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- Added Real Estate Services from Santa Rosa Water, including 1.0 FTE Right of Way Manager and 3.0 FTE Associate Right of Way Agents and support costs
- Added 1.0 FTE Director of Transportation and Public Works Position with move of 1.0 FTE Assistant City Manager to City Manager's Office
- Converted 1.0 FTE Skilled Maintenance Worker to Senior Maintenance Worker, 1.0 FTE Associate Civil Engineer to Supervising Engineer, 1.0 FTE Quality Control Associate to Associate Land Surveyor, 1.0 FTE Quality Control Associate to Administrative Technician

# General Fund Changes (2 of 2)

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- \$724K increase in PG&E Gas and Electricity
- \$106K increase in City equipment repair garage services
- \$16K approved Additional Needs to restore training and conferences

# Transportation & Public Works: Accomplishments (1 of 2)

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- Transit services restored to approximately 80% of the pre-pandemic service level
- Awarding notable, long term construction contracts (several fire recovery projects, the Fulton Road Widening Project, and the LTP Disinfection Improvement Project)
- \$12.0M of Regional Active Transportation Program funding and \$3.4M on State Transportation Improvement Program secured for construction of the Highway 101 Bicycle and Pedestrian Overcrossing construction

# Transportation & Public Works: Accomplishments (2 of 2)

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- Streets Section's Debris Removal Team (DRT) removed 4274 cubic yards of debris from public right-of-way
- Fleet Maintenance installed 620 new telematics devices throughout the City's fleet
- Park Maintenance & Recreation collaboration to revitalize the Park-A-Month volunteer program
- A new playground for children ages 5-12 installed at Colgan Creek Neighborhood Park

# Transportation & Public Works: Challenges (1 of 2)

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- Staffing shortages impacting the ability to restore core services.
  - Fleet Maintenance
  - Capital Projects Engineering
  - Transit
- Developing the appropriate funding strategies and staffing levels for the maintenance of the storm drain system



# Transportation & Public Works: Challenges (2 of 2)

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- Addressing challenges with weed removal and landscape maintenance of medians, facilities, and roadside landscaping
- Providing the appropriate funding and staff to support the acquisition of new park land in advance of development to meet the park development requirements of the General Plan
- Managing rising costs and aging infrastructure associated with City facilities

# Golf Course Enterprise Fund Highlights

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- Bennett Valley Golf Course Enterprise Fund is currently in the RFP process for selecting new golf course operator
- The review committee has reviewed applicants and made a recommendation
- Staff will return to Council on June 7, 2022

# Transit Enterprise Fund Summary

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	FY 2022-23 Proposed Budget
Revenue	\$15,189,523
Transfers In	30,000
<b>Total</b>	<b>\$15,219,523</b>
O&M Expenditures	\$15,219,523
CIP Expenditures	-
Transfers Out	-
<b>Total</b>	<b>\$15,219,523</b>
<b>Use of Reserves</b>	<b>\$0</b>

# Transit Enterprise Fund Highlights

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- \$328,000 increase in fuel
- \$90,000 increase in City equipment repair garage services
- \$3,000 increase to restore training and conferences
- \$30K in General Fund transfer for continuation of Free Rides for Veterans program

# Santa Rosa Water

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PROPOSED BUDGET FY 2022-23



# Santa Rosa Water – by Fund

<b>Expenditures by Fund (All Funds)</b>	<b>FY 2021-22 Budget</b>	<b>FY 2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$736,453	\$698,045	-\$38,408	-5.2%
Water Funds	\$48,106,045	\$49,921,779	\$1,815,734	3.8%
Local Wastewater Funds	\$25,368,603	\$26,388,920	\$1,020,317	4.0%
Subregional Wastewater Funds	\$70,926,257	\$76,531,031	\$5,604,774	7.9%
Subregional Bond Fund	\$30,000,000	\$0	-\$30,000,000	n/a
Utilities Administration Fund	\$9,591,403	\$14,257,712	\$4,666,309	48.7%
Storm Water Funds	\$2,431,790	\$2,328,738	-\$103,052	-4.2%
Other Funds	\$251,075	\$54,575	-\$196,500	-78.3%
Capital Improvement Fund	\$225,000	\$393,315	\$168,315	74.8%
<b>Total</b>	<b>\$187,636,626</b>	<b>\$170,574,115</b>	<b>-\$17,062,511</b>	<b>-9.1%</b>

# Santa Rosa Water – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2021-22 Budget</b>	<b>2022-23 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Administration	4,922,532	9,284,733	\$4,362,201	88.6%
Debt Service	27,646,855	27,662,823	\$15,968	0.1%
Water Resources	1,102,102	1,178,832	\$76,730	7.0%
Local Wastewater O&M	12,474,660	13,638,405	\$1,163,745	9.3%
Storm Water and Creeks	2,869,318	2,581,358	-\$287,960	-10.0%
Water O&M	18,925,224	21,123,300	\$2,198,076	11.6%
Wastewater Resource Distributn	8,995,475	7,875,922	-\$1,119,553	-12.4%
Wastewater Resource Recovery	24,040,393	28,461,797	\$4,421,404	18.4%
Purchase of Water	14,437,103	15,307,147	\$870,044	6.0%
Engineering Resources	3,363,284	3,578,455	\$215,171	6.4%
CIP and O&M Projects	68,859,680	39,881,343	-\$28,978,337	-42.1%
<b>Total</b>	<b>187,636,626</b>	<b>170,574,115</b>	<b>-\$17,062,511</b>	<b>-9.1%</b>

# General Fund Changes

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- Increase of 1.0 FTE Senior Administrative Assistant moved from the Water Enterprise Funds; fully funded by Storm Water Enterprise fund.
- Increase in staff time funded by CIP projects.



# Santa Rosa Water: Accomplishments

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- Robust multi-faceted response to drought resulting in 20% reduction in water use
- Completed Urban Water Management Plan and Water Shortage Contingency Plan
- Completed Lower Colgan Creek Restoration Project Phase 2
- Secured funding for customers with arrearages due to COVID
- Negotiated changes to the Water Quality Trading Framework

# Santa Rosa Water: Challenges

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- On-going Critical Drought
- Financial Planning - Reduced revenues from Drought
- Infrastructure Investment for water, sewer and regional systems
- Increased regulatory requirements for water, wastewater and stormwater
- Staff retention

# Water Enterprise Fund Summary

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	FY 2022-23 Proposed Budget
Revenue	50,498,300
Transfers In	5,011
<b>Total</b>	<b>50,503,311</b>
O&M Expenditures	35,718,079
CIP Expenditures	14,203,700
Transfers Out	2,985,741
<b>Total</b>	<b>52,907,520</b>
<b>Use of Reserves</b>	<b>(2,404,209)</b>

# Local Wastewater Enterprise Fund Summary

---

	FY 2022-23 Proposed Budget
Revenue	78,078,542
Transfers In	-
<b>Total</b>	<b>78,078,542</b>
O&M Expenditures	13,277,020
CIP Expenditures	13,111,900
Transfers Out	55,829,568
<b>Total</b>	<b>82,218,488</b>
<b>Use of Reserves</b>	<b>(4,139,946)</b>

# Subregional Enterprise Fund Summary

---

	FY 2022-23 Proposed Budget
Revenue	23,968,426
Transfers In	53,074,139
<b>Total</b>	<b>77,042,565</b>
O&M Expenditures	67,531,031
CIP Expenditures	9,000,000
Transfers Out	-
<b>Total</b>	<b>76,531,031</b>
<b>Use of Reserves</b>	<b>511,534</b>

# Citywide Capital Improvement Program

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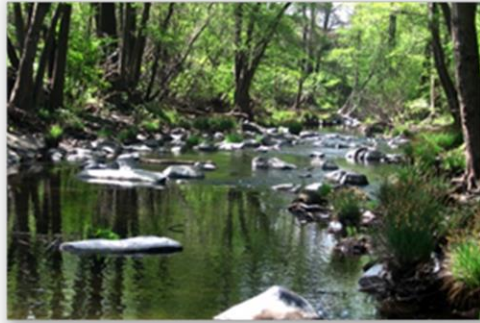
PROPOSED BUDGET FY 2022-23

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# Sample of Citywide Assets – Total Value \$5 Billion



627 Miles of Water Mains  
29,269 Water Valves  
23 Reservoirs



339 Miles of Storm Drain  
17,680 City-maintained Structures  
94 Miles of Creeks and Culverts



6,507 Hydrants



597 Miles of Sewer Mains  
12,392 Sewer Manholes  
17 Sewer Lift Stations



109 Parks (1,036 Acres)  
Playground Equipment,  
Picnic Tables, Grills



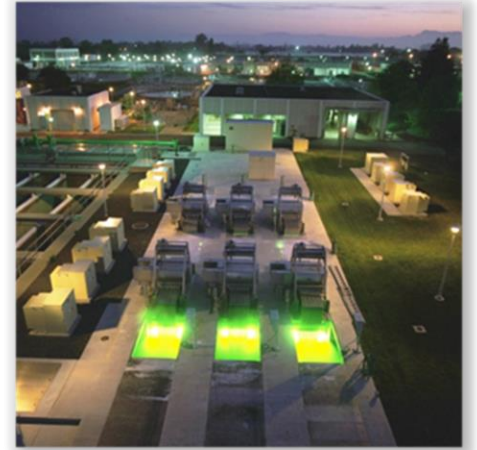
214 Traffic Signals  
81 Pedestrian Flashers



Miles of Road:  
512 Centerline Miles  
1,134 Lane Miles



116 City-Owned Facilities  
City Hall, Fire Stations, Public Safety  
Building, Finley Community Center



Laguna Treatment Plant

# Where Do Projects Come From?



## **Council-adopted Planning Documents**

- General Plan
- Council Goals

## **Master Plans**

- Bicycle and Pedestrian Master Plan
- Water Master Plan
- Sanitary Sewer Master Plan
- City-wide Creek Master Plan
- Ground Water Master Plan
- Recreation & Parks Business and Strategic Action Plan
- Park Master Plans

## **Area Plans**

- Downtown Station Area Specific Plan
- North Station Area Plan
- Roseland Area/Sebastopol Road Specific Plan

## **Climate Action Plan**

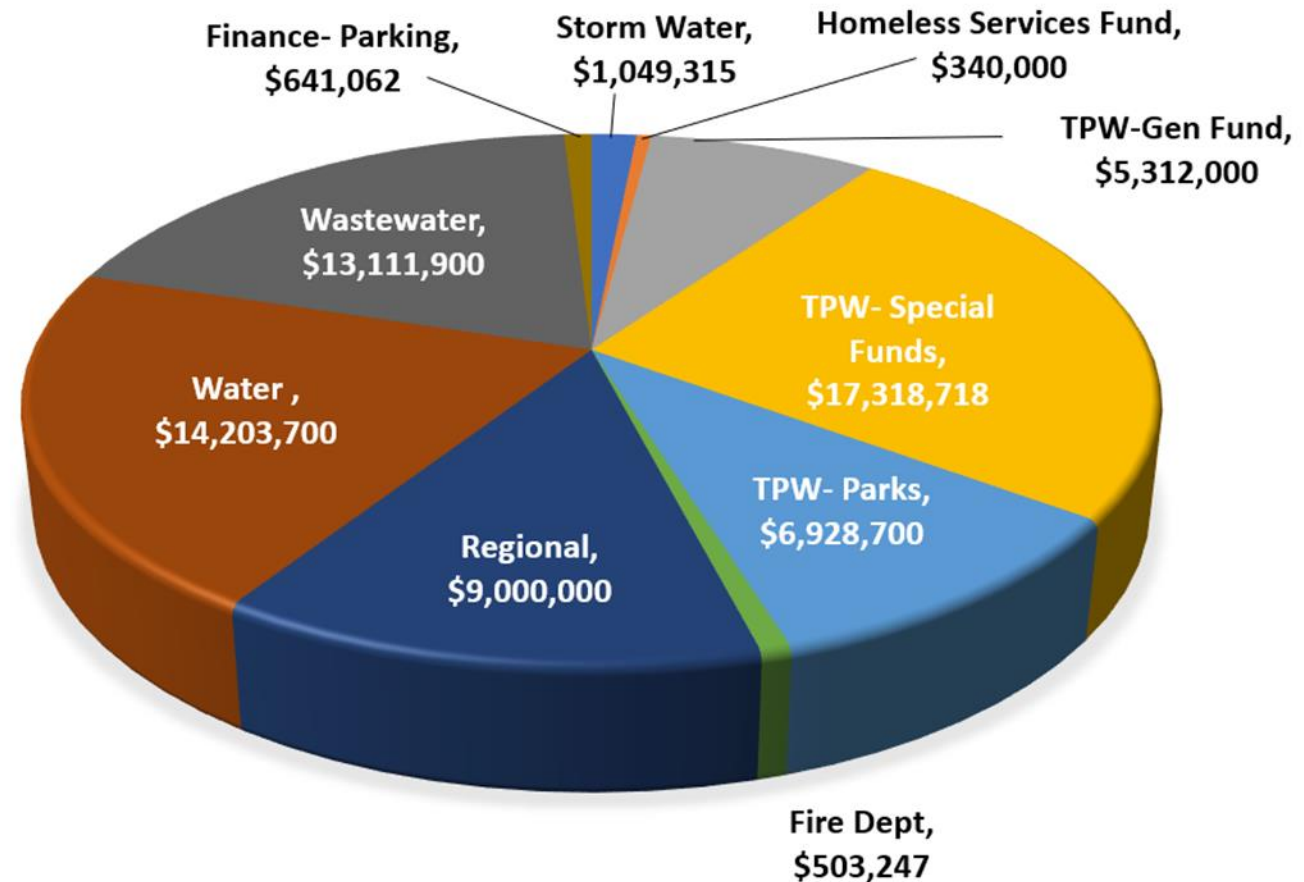
## **Community Advisory Board (CAB)**

## **Community Input**



# CIP FY 2022-23 Funding Sources

**Total**  
**\$68,408,642**



# General Fund Proposed CIP Budget

General Fund	Proposed Budget
ADA Settlement - Facilities Projects	\$1,200,000
Pre Design Planning CIP	50,000
Highway 101 Bike/Pedestrian Overcrossing	3,400,000
Roseland Pavement Maintenance	662,000
<b>Total General Fund CIP Projects</b>	<b>\$5,312,000</b>



# City Manager's Office Proposed CIP Budget

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<b>Homeless Services Fund</b>	<b>Proposed Budget</b>
SJH Capital Roof and Navigation Center	\$340,000
<b>Total Homeless Operations Fund Projects</b>	<b>\$340,000</b>



# Fire Department Proposed CIP Budget

<b>Capital Facilities Fees - Fire</b>	<b>Proposed Budget</b>
New Fire Station - South Santa Rosa	\$167,749
Relocation of Fire Station 8	167,749
Temporary Fire Station 5	167,749
<b>Total Capital Facilities Fees - Fire Projects</b>	<b>\$503,247</b>

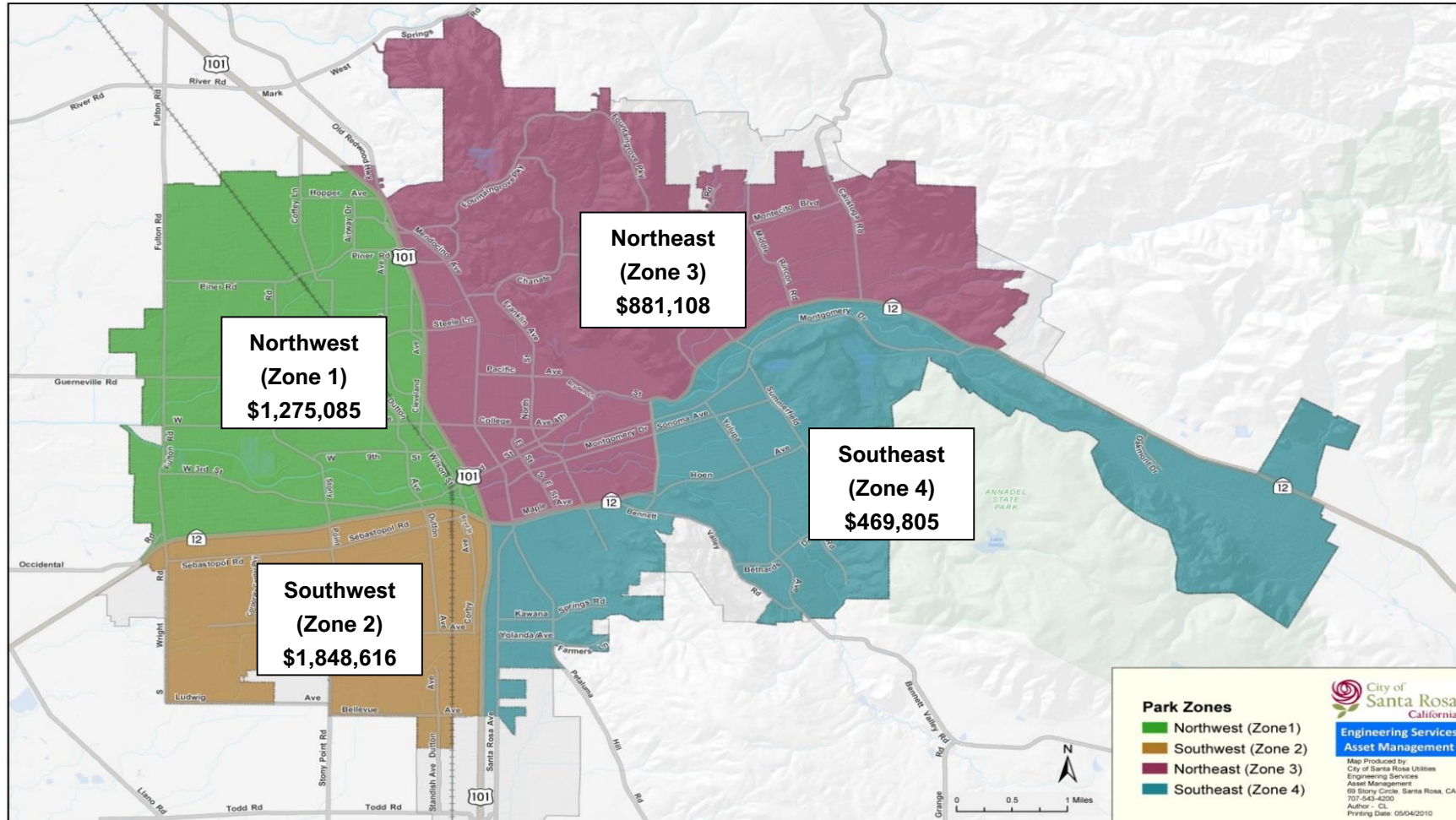


# Finance Department Proposed CIP Budget

Parking Enterprise Fund	Proposed Budget
Garage 3 Repairs	\$157,685
Garage 1 Repairs	114,674
Garage 5 Repairs	14,840
Lot 10 Reconstruction	353,863
<b>Total Parking Fund Projects</b>	<b>\$641,062</b>



# TPW – Parks Division Park Development Impact Fee Zones



# TPW – Parks Division Proposed CIP Budget

<b>Park Development Fees</b>	<b>Proposed Budget</b>
Northwest (Zone 1)	\$1,275,085
Southwest (Zone 2)	1,848,616
Northeast (Zone 3)	881,108
Southeast (Zone 4)	469,805
<b>Total Park Development Fund Projects</b>	<b>\$4,474,614</b>

<b>Measure M Fund</b>	<b>Proposed Budget</b>
Park Amenities Capital Replacement	\$2,454,086
<b>Total Park Measure M Fund Projects</b>	<b>\$2,454,086</b>

<b>Total Parks Projects</b>	<b>\$6,928,700</b>
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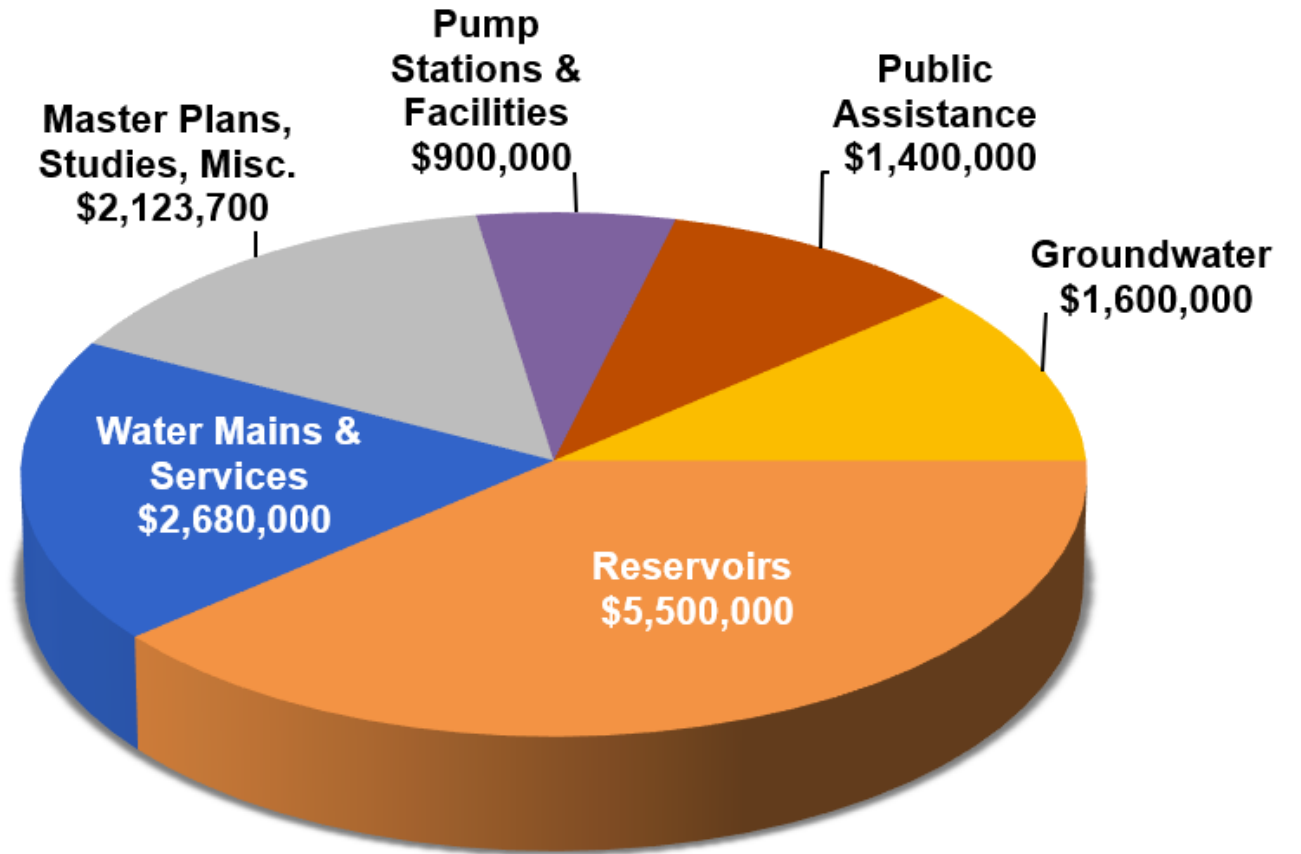
# Santa Rosa Water Proposed CIP Budget



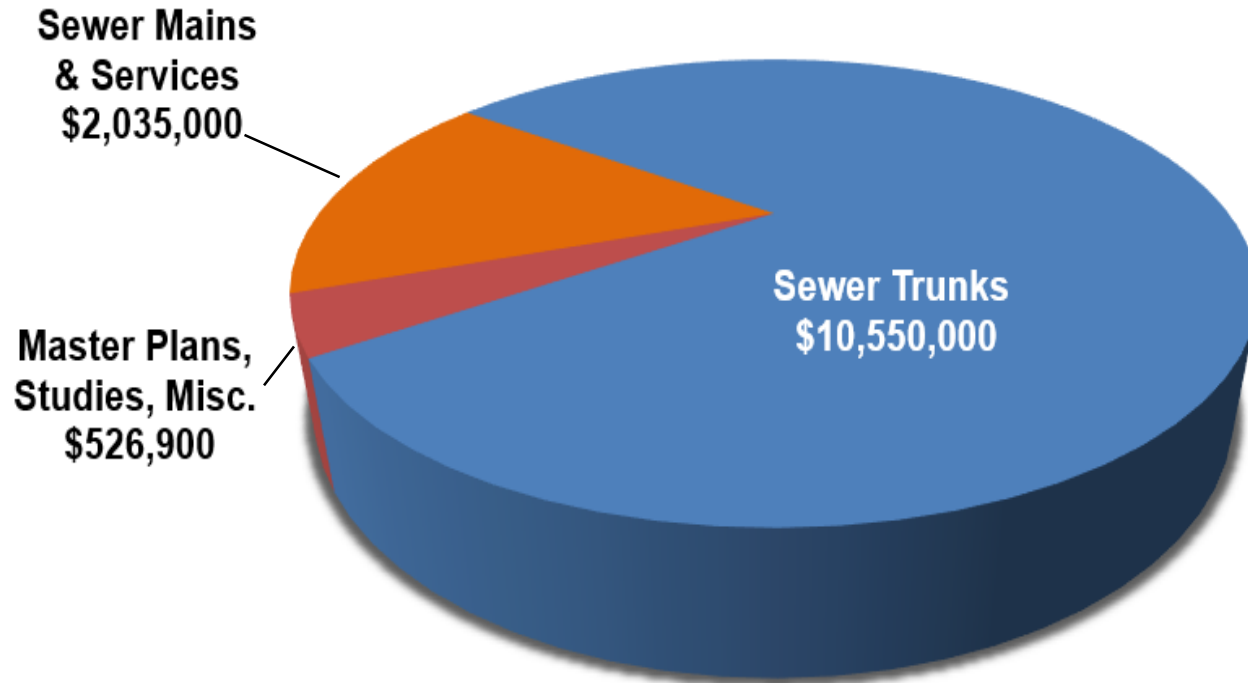


# Water Proposed CIP Budget

**Total**  
**\$14,203,700**



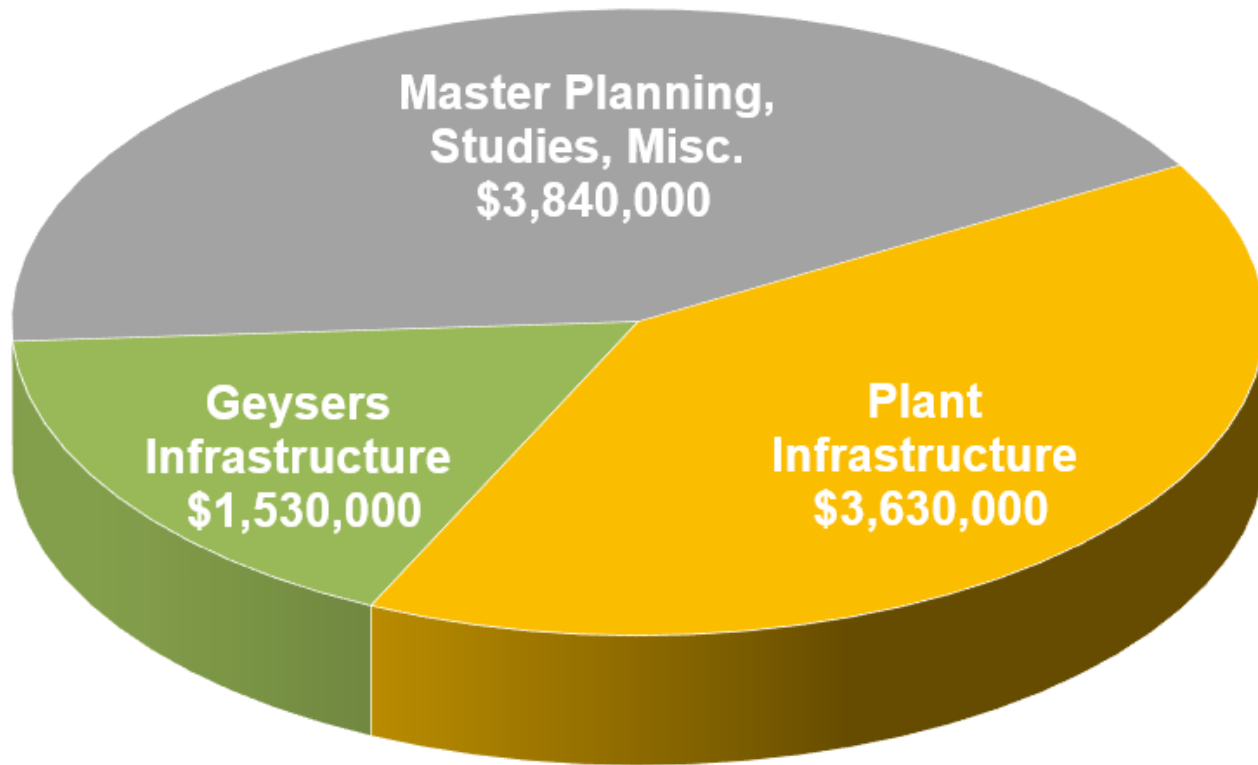
# Wastewater Proposed CIP Budget



**Total**  
**\$13,111,900**



# Regional Proposed CIP Budget



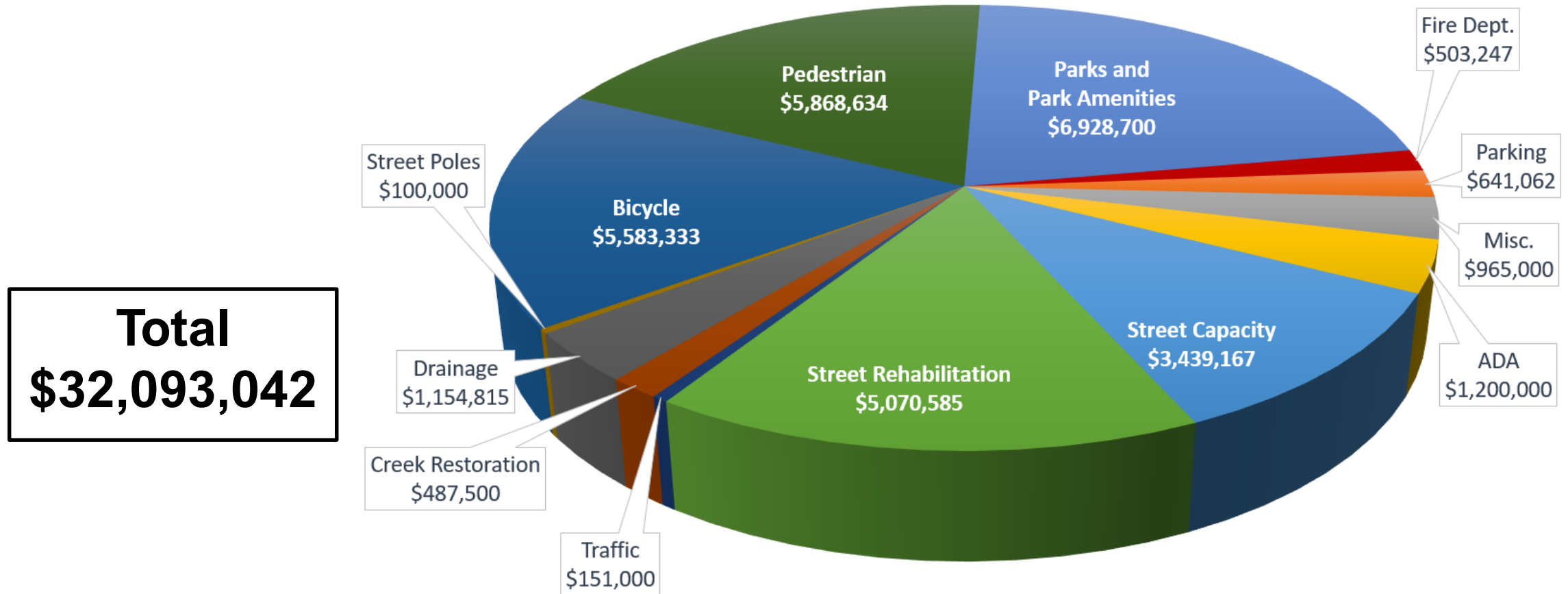
**Total**  
**\$9,000,000**

# Transportation & Public Works Proposed CIP Budget

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# Transportation & Public Works Proposed Allocation Funding by Project Type



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# Questions?