

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DEBORAH LAUCHNER, CHIEF FINANCIAL OFFICER
SUBJECT: REVIEW OF FISCAL YEAR 2016-17 DEPARTMENT BUDGET
REQUESTS, CAPITAL IMPROVEMENT PROGRAM FUNDING
REQUESTS, AND COMMUNITY PROMOTIONS FUNDING
REQUESTS

AGENDA ACTION: STUDY SESSION

RECOMMENDATION

It is recommended by the Finance Department that the City Council hold a Study Session to provide an opportunity for the City Council to receive information and ask questions relative to each department, the Capital Improvement Program, and the Community Promotion funding requests for Fiscal Year (FY) 2016-17. No action is necessary.

EXECUTIVE SUMMARY

This is the first of two budget Study Sessions where the City Council will be presented with an overview of the funding requests for FY 2016-17. These Study Sessions are held in advance of the Budget Hearings in June to allow the City Council ask questions, provide direction and gain a full understanding of the funding requests that will be before them for formal adoption in June.

BACKGROUND

The City's budget process began in January as departments began to develop their budget requests. The City held a public hearing on January 26, 2016, to solicit input from the community on items to be considered in the budget. The City Council had its goal setting meeting on February 9, 2016. To the extent possible, this budget was developed with those goals and the community input in mind. The FY 2016-17 proposed budget has been reviewed by the Chief Financial Officer and the City Manager and is now ready to be presented to the City Council.

PRIOR CITY COUNCIL REVIEW

None.

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ANALYSIS

This is part one of a two-part Study Session, with the second part taking place on May 17, 2016. On day one, the City Council will receive an overview of the City's financial condition, then a presentation of the City's proposed Operations and Maintenance budget including information on each department's request. This presentation will include an overview of the City's policy for funding Homeless and Affordable Housing programs with Real Property Transfer Tax (RPTT) and the Community Promotions funding requests for the upcoming fiscal year.

At the May 17, 2016 Study Session, staff will finish the individual department budget presentations. The Study Session will conclude with a presentation of the City's proposed Capital Improvement Program budget and City Manager's closing comments.

Information and department budgets will be presented in the following order:

May 10, 2016

- Budget Overview
- Overview of the Council Policy for Funding Homeless and Affordable Housing Programs with Real Property Transfer Tax
- City Council
- Community Promotions
- City Manager's Office
- Office of Community Engagement
- City Attorney's Office
- Human Resources
- Finance/Non-Departmental
- Information Technology
- Planning and Economic Development
- Recreation and Parks

May 17, 2016

- Fire
- Police
- Housing and Community Services
- Transportation and Public Works
- Santa Rosa Water
- Capital Improvement Program
- City Manager's Closing Comments

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The Council may ask questions and provide direction to staff

FISCAL IMPACT

There is no fiscal impact from holding a study session.

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

- None

CONTACT

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