

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: DEBORAH LAUCHNER, CHIEF FINANCIAL OFFICER  
SUBJECT: REVIEW OF FISCAL YEAR 2017-18 DEPARTMENT BUDGET  
REQUESTS, CAPITAL IMPROVEMENT PROGRAM FUNDING  
REQUESTS, AND COMMUNITY PROMOTIONS FUNDING  
REQUESTS

AGENDA ACTION: NO ACTION REQUIRED

---

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) 2017-18. 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 2017-18. 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 24, 2017, to solicit input from the community on items to be considered in the budget. The City Council had its first goal setting meeting on March 10, 2017 and met again on April 20<sup>th</sup> and 21<sup>st</sup> to finalize the goals. To the extent possible, this budget was developed with those goals and the community input in mind. The FY 2017-18 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.

REVIEW OF FISCAL YEAR 2017-18 DEPARTMENT BUDGET REQUESTS, CAPITAL  
IMPROVEMENT PROGRAM FUNDING REQUESTS, AND COMMUNITY  
PROMOTIONS FUNDING REQUESTS  
PAGE 2 OF 3

ANALYSIS

This is part one of a two-part Study Session, with the second part taking place on May 16, 2017. 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 the Community Promotions funding requests for the upcoming fiscal year along with new City initiatives such as Roseland Annexation, Rental Inspection, homeless services, Cannabis, and Rent Stabilization.

At the May 16, 2017 Study Session, staff will finish the individual department budget presentations and will conclude with a presentation of the City's proposed Capital Improvement Program budget.

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

May 9, 2017

- Budget Overview
- New City Initiatives
- Measure O General Fund Baseline and Measure O Fund
- City Council
- Community Promotions
- City Manager's Office
- City Attorney's Office
- Office of Community Engagement
- Finance/Non-Departmental
- Information Technology
- Planning and Economic Development

May 16, 2017

- Human Resources
- Recreation and Parks
- Fire
- Police
- Housing and Community Services
- Transportation and Public Works
- Santa Rosa Water
- Capital Improvement Program

REVIEW OF FISCAL YEAR 2017-18 DEPARTMENT BUDGET REQUESTS, CAPITAL  
IMPROVEMENT PROGRAM FUNDING REQUESTS, AND COMMUNITY  
PROMOTIONS FUNDING REQUESTS  
PAGE 3 OF 3

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

Attachment 1 – Object Codes by Category  
Attachment 2 – CIP Allocated Funding by Project  
Attachment 3 – Proposed Project Allocation

CONTACT

Deborah Lauchner, Chief Financial Officer, Finance Department, [dlauchner@srcity.org](mailto:dlauchner@srcity.org)  
(707) 543-3089