

Budget Amendment One-time Project Funding

SANTA ROSA CITY COUNCIL

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ALAN ALTON

CHIEF FINANCIAL OFFICER

Background

- Funding is available in the unassigned General Fund reserves to pay for one-time projects
- There were not sufficient resources available during the budget process, and still attempt to balance the budget
- In these cases, we propose mid-year budget amendments as long as there are sufficient reserves

Analysis

- Staff developed a list of one-time critical to operations
- The list of projects was vetted, and the amount was narrowed to \$3,060,000
- There is currently sufficient funding in the General Fund Unassigned Reserves to fund the projects

Proposed Projects – Human Resources

Project	Amount
NeoGov Assessment	\$100,000
Department Total	\$100,000
<i>Project Start: July 2024</i>	
<i>Targeted Completion: October 2025</i>	

Proposed Projects – Finance

Project	Amount
Internal Control Audit Update	\$75,000
Department Total	\$75,000
<i>Project Start: July 2024</i>	
<i>Targeted Completion: June 2025</i>	

Proposed Projects – TPW

Project	Amount
In-Ground Vehicle Lifts (Fleet Maintenance)	\$932,000
<i>(Start July 2024; Targeted Completion July 2025)</i>	
Fleet Electrification Masterplan	\$160,000
<i>(Start: June 2024; Targeted Completion: Dec. 2025)</i>	
Department Total	\$1,092,000

Proposed Projects – Information Technology

Project	Amount
Video Security – Downtown Campus	\$81,000
<i>(Start: Apr. 2024; Targeted Completion: June 2025)</i>	
Mitel Phone Replacement	\$167,000
<i>(Start: Apr. 2024; Targeted Completion: Oct. 2025)</i>	
On-Premises Accela System	\$80,000
<i>(Start: Sept. 2024; Targeted Completion: Nov. 2025)</i>	
Department Total	\$328,000

Proposed Projects – Police

Project	Amount
Radio Upgrade Project	\$800,000
<i>(Start: Apr. 2024; Targeted Completion:)</i>	
Police Server Upgrade	\$165,000
<i>(Start: Apr. 2024; Targeted Completion:)</i>	
Department Total	\$965,000

Proposed Projects – Recreation and Parks

Project	Amount
Doyle Park Ballfield Upgrades	\$500,000
Department Total	\$100,000
<i>Project Start: July 2024</i>	
<i>Targeted Completion: December 2025</i>	

Future Project – Energy Efficiency

- Prepared to make \$5 million investment toward HVAC upgrade
 - Current estimates of \$11 million for total system upgrade
- Potential to use these funds to leverage other Federal and State funding sources to replace entire system and other projects
- Staff still investigating – will be back to Council with whatever is feasible

Fiscal Impact

- One-time projects – no ongoing fiscal impact
- General Fund Unassigned Reserves as of June 30, 2023, total \$60.8 million, or 31.7% of expenditures
- This action, combined with the use of reserves during the fiscal year, will decrease the reserves to \$54.8 million, or 28.6% of expenditures.
- Council policy requires reserves to be 15% - 17% of expenditures

Recommendation

The Finance Department recommends the City Council, by Resolution, amend the Fiscal Year (FY) 2023-24 adopted budget by increasing appropriations to fund one-time projects as set forth in Exhibit A of the Resolution.

Questions?