



# **FY 2024-25 Budget Study Session**

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MAY 7 & 8, 2024

**Opening Comments**

**Citywide Budget Overview**

**General Fund Budget Overview**

**Staffing Summary**

**Administrative Departments**

**Information Technology**

**Housing & Community Services**

**Fire Department**

**Police Department**

# **Agenda**

**Budget Study  
Session – Day 1**

**FY 2024-25**

**Planning & Economic Development**

**Recreation & Parks**

**Transportation & Public Works**

**Santa Rosa Water**

**Capital Improvement Program Budget**

# **Agenda**

**Budget Study  
Session – Day 2**

**FY 2024-25**

# **City Manager's Comments**

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PROPOSED BUDGET FY 2024-25

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# Expiring ARPA Funds – Council Direction

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## inRESPONSE

- ARPA Funds expended December 2024
- County Measure O funds through March 2025
- \$2.8M per year for 24-hour model

## Safe Parking

- ARPA Funds expended July 1, 2025
- \$1.3M per year ongoing need

## Homeless Services

- ARPA Funds expended FY 24/25
- Continue funding with RPTT & additional General Fund revenue

# In-House Service Proposals

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## Janitorial Services

- Crew of 6.0 Custodial FTEs to clean all city facilities

## Landscaping

- Existing mowing & additional roadside & civic sites

## Construction Crew

- 4.0 FTEs funded 80% by CIP projects to perform internal work requests

# Citywide Budget Overview

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PROPOSED BUDGET FY 2024-25

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# FY 2024-25 Citywide Revenues by Fund (in millions)

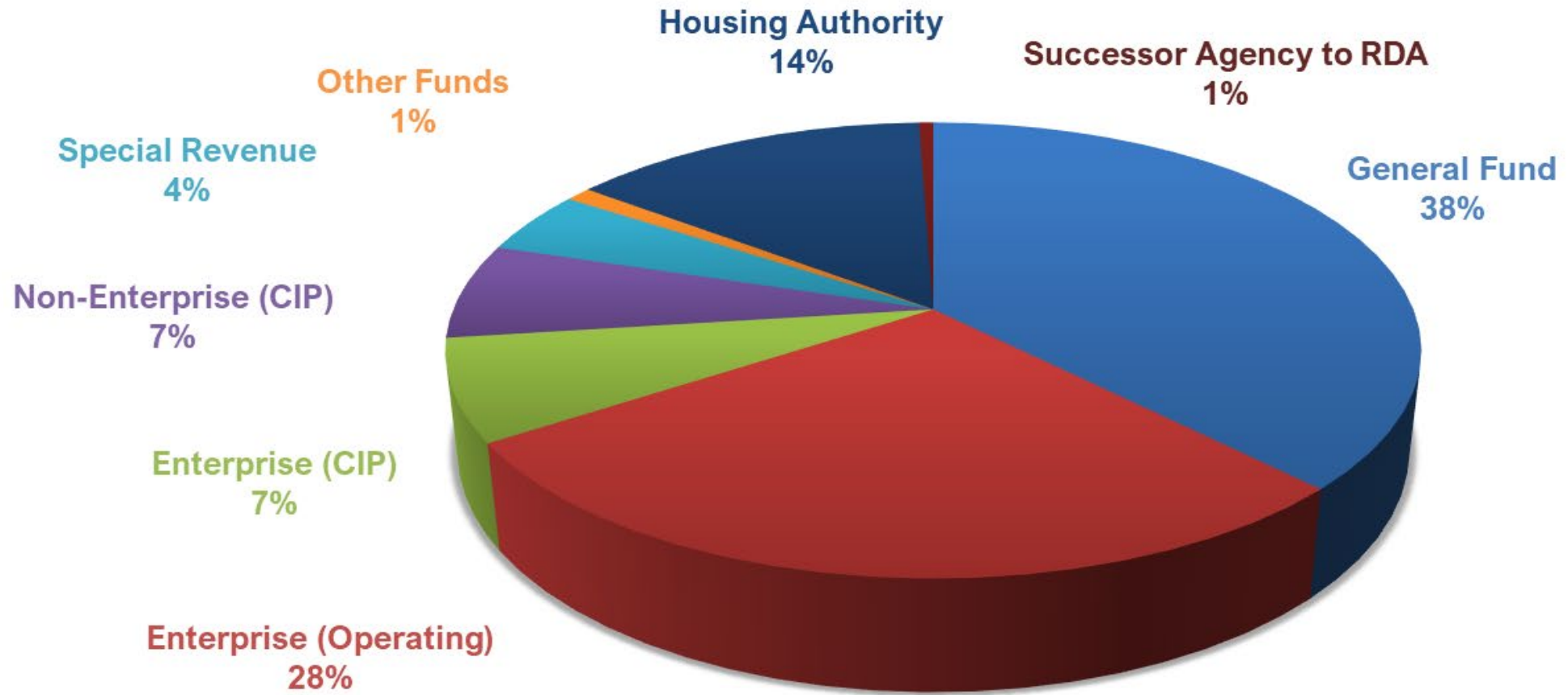
Fund Type	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
General Fund	\$201.9	\$213.0	\$11.1	5.5%
Enterprise Funds	182.0	186.8	4.8	2.7%
Special Revenue Funds	37.5	34.0	(3.5)	(9.3%)
Other Funds	5.2	5.3	0.1	1.4%
Housing Authority	69.6	49.1	(20.5)	(29.4%)
Successor Agency to RDA	3.0	3.3	0.3	8.1%
<b>Total</b>	<b>\$499.2</b>	<b>\$491.5</b>	<b>\$(7.7)</b>	<b>(1.5%)</b>



# FY 2024-25 Citywide Expenditures by Fund Type (in millions)

Fund Type	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
General Fund	\$201.6	\$212.3	\$10.6	5.3%
Enterprise (Operating)	150.7	157.5	6.8	4.5%
Enterprise (CIP)	38.6	24.6	(14.0)	(36.3%)
Non-Enterprise (CIP)	36.3	26.0	(10.3)	(28.3%)
Special Revenue	25.7	19.4	(6.3)	(24.2%)
Other Funds	5.5	5.2	(0.3)	(3.5%)
Housing Authority	75.7	51.6	(24.1)	(31.9%)
Successor Agency to RDA	3.0	3.3	0.3	8.1%
<b>Total</b>	<b>\$537.0</b>	<b>\$499.9</b>	<b>(\$37.1)</b>	<b>(6.9%)</b>
Operations (net of CIP)	\$462.1	\$449.3	(\$12.9)	(2.8%)
CIP only	\$74.8	\$50.6	(\$24.2)	(32.4%)

# FY 2024-25 Citywide Expenditures by Fund



# General Fund Budget Overview

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PROPOSED BUDGET FY 2024-25

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# FY 2024-25 General Fund Summary

(in millions)

	Proposed General Fund Budget
Revenue	\$213.0
Transfers In	2.3
<b>Total Revenues + Transfers In</b>	<b>215.3</b>
Expenditures	212.3
Capital Improvement Projects	1.9
Transfers Out	6.4
<b>Total Expenditures + Transfers Out</b>	<b>220.6</b>
<b>Use of Fiscal Stability Funds</b>	<b>(\$5.3M)</b>

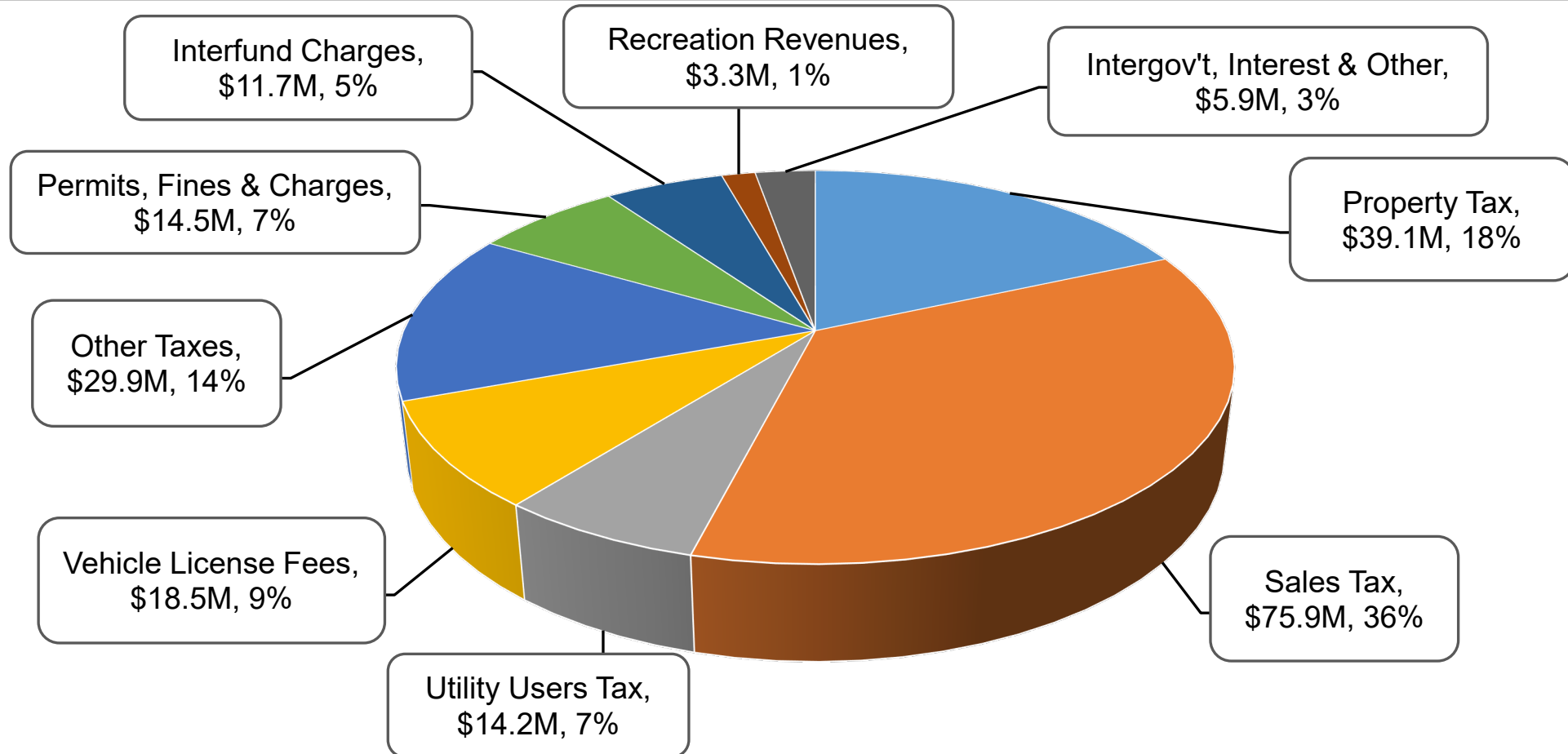
# Fiscal Stability Reserve Funds

(in millions)

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	Total
General Fund Fiscal Stability Reserves 7/1/2024	\$27.3M
FY 2023-24 Budget Deficit	(3.3)
FY 2024-25 Budget Deficit	(5.3)
<b>Fiscal Stability Reserves Remaining</b>	<b>\$18.7M</b>

# General Fund Revenues by Category



# FY 2024-25 General Fund Revenues by Category (in millions)

Category	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
Property Tax	\$36.3	\$39.1	\$2.8	7.7%
Sales Tax	75.9	75.9	-	-
Utility Users Tax	11.6	14.2	2.6	22.4%
Vehicle License Fees	17.5	18.5	1.0	5.7%
Other Taxes	27.8	29.9	2.1	7.6%
Permits, Fines & Charges	13.3	14.5	1.2	9.0%
Interfund Charges	11.0	11.7	0.7	6.4%
Recreation Revenues	3.0	3.3	0.3	10.0%
Intergov't, Interest & Other	5.5	5.9	0.4	7.3%
<b>Total</b>	<b>\$201.9</b>	<b>\$213.0</b>	<b>\$11.1</b>	<b>5.5%</b>

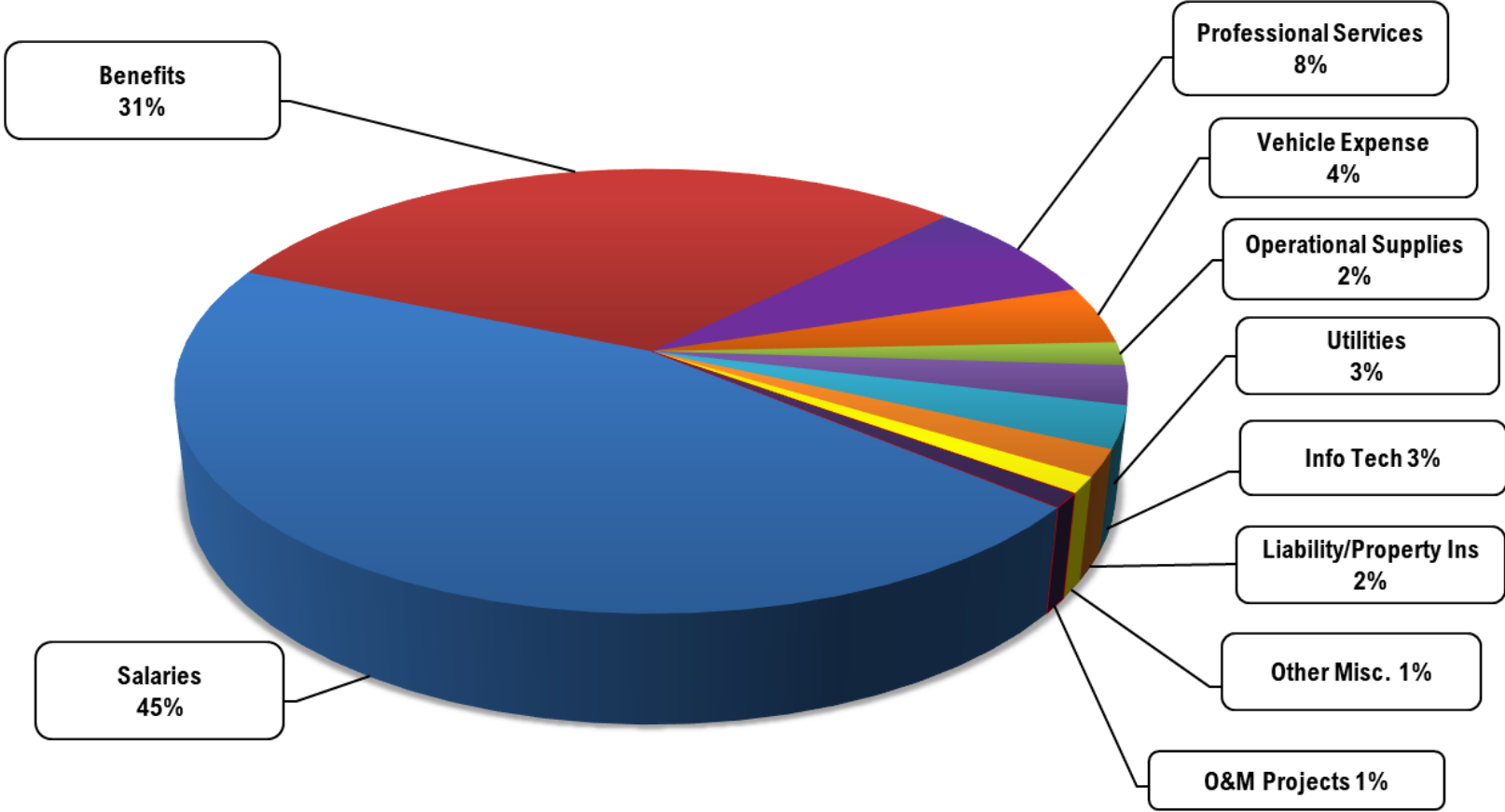
Category	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
Special Revenue Funds	\$2.7	\$2.1	(\$0.6)	(20.7%)
Special Assessment Funds	0.1	0.1	--	0%
Parking Fund	0.1	0.1	--	0%
<b>Total</b>	<b>\$2.9</b>	<b>2.3</b>	<b>(\$0.6)</b>	<b>(19.3%)</b>

# General Fund Transfers In Detail

(in millions)



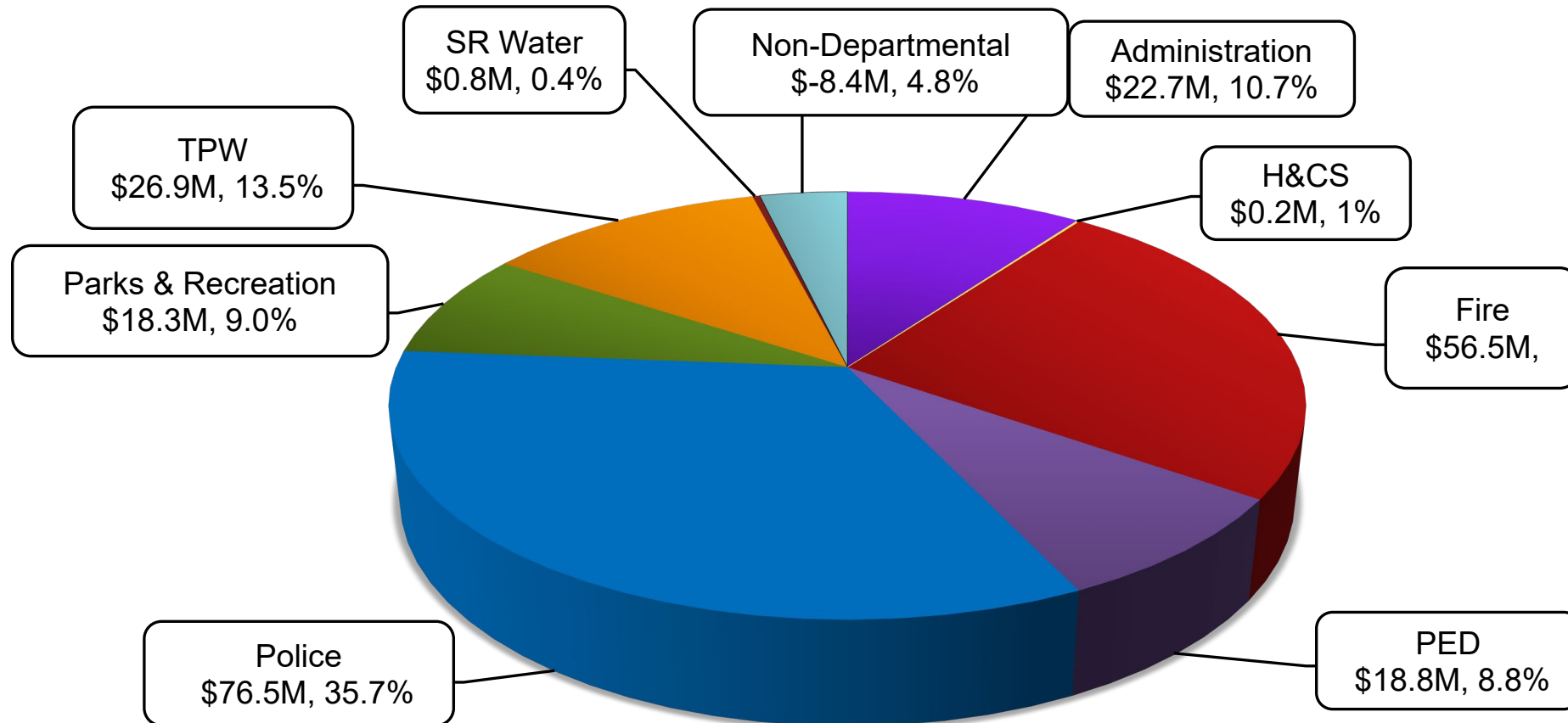
# General Fund Expenditures by Category



# FY 2024-25 General Fund Expenditures by Category (in millions)

Category	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
Salaries	\$91.1	\$92.8	\$1.7	1.9%
Benefits	62.6	67.3	4.7	7.5%
Professional Services	15.1	16.7	1.6	10.6%
Vehicle Expense	8.5	10.0	1.5	17.6%
Operational Supplies	3.4	3.4	-	-
Utilities	5.7	5.7	-	-
Information Technology	6.1	6.5	0.4	6.6%
Liability/Property Insurance	3.9	4.9	1.0	25.6%
Other Miscellaneous	2.4	2.8	0.4	16.7%
Capital Outlay	0.1	-	(0.1)	-
O&M Projects	2.7	2.2	(0.5)	(18.5%)
<b>Total</b>	<b>\$201.6</b>	<b>\$212.3</b>	<b>\$10.7</b>	<b>5.3%</b>

# General Fund Expenditures by Department



# FY 2023-24 General Fund Expenditures by Department (in millions)

Department	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
Administration	\$11.8	\$14.3	\$2.5	21.3%
Housing & Community Services	0.1	0.2	0.1	100%
Fire	53.4	56.5	3.1	5.8%
Planning & Economic Develop.	17.6	18.8	1.2	6.8%
Police	72.9	76.5	3.6	4.9%
Parks & Recreation	18.0	18.3	0.3	1.7%
Transportation & Public Works	27.0	26.9	(0.1)	(0.4%)
SR Water (Storm Water GF only)	0.8	0.8	(0.0)	(0%)
<b>Total</b>	<b>\$201.6</b>	<b>\$212.3</b>	<b>\$10.7</b>	<b>5.3%</b>

Category	2023-24 Adopted Budget	2024-25 Proposed Budget	\$ Change	% Change
Bennett Valley Golf Course	\$0.2	\$0.5	\$0.3	118%
CIP	2.0	1.9	(0.1)	(7.0)%
Parking Fund	1.3	1.6	0.3	19.5%
RPTT – Housing & Homeless Services	2.1	2.2	0.1	3.5%
Homeless Services – General Fund	-	1.5	1.5	-
Misc.	0.8	0.8	-	-
<b>Total</b>	<b>\$6.4</b>	<b>\$8.4</b>	<b>\$2.0</b>	<b>30.4%</b>

# General Fund Transfers Out Detail

(in millions)

# General Fund Baseline

# Public Safety and Prevention Tax

	<b>Police: 34.3%</b>	<b>Fire: 23.7%</b>	<b>Violence Prevention: 0.4%</b>
<b>General Fund Department Budget</b>	\$76,551,892	\$56,573,189	\$886,964
<b>Baseline Calculation</b>	\$72,839,767	\$50,339,537	\$886,932
<b>Over (Under) Baseline</b>	<b>\$3,712,125</b>	<b>\$6,233,652</b>	<b>\$32</b>

# Real Property Transfer Tax

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Council Policy 000-48 requires **55%** of FY 24-25 RPTT to fund Homeless Services & Affordable Housing.



5% annual increase until reaching 100%.



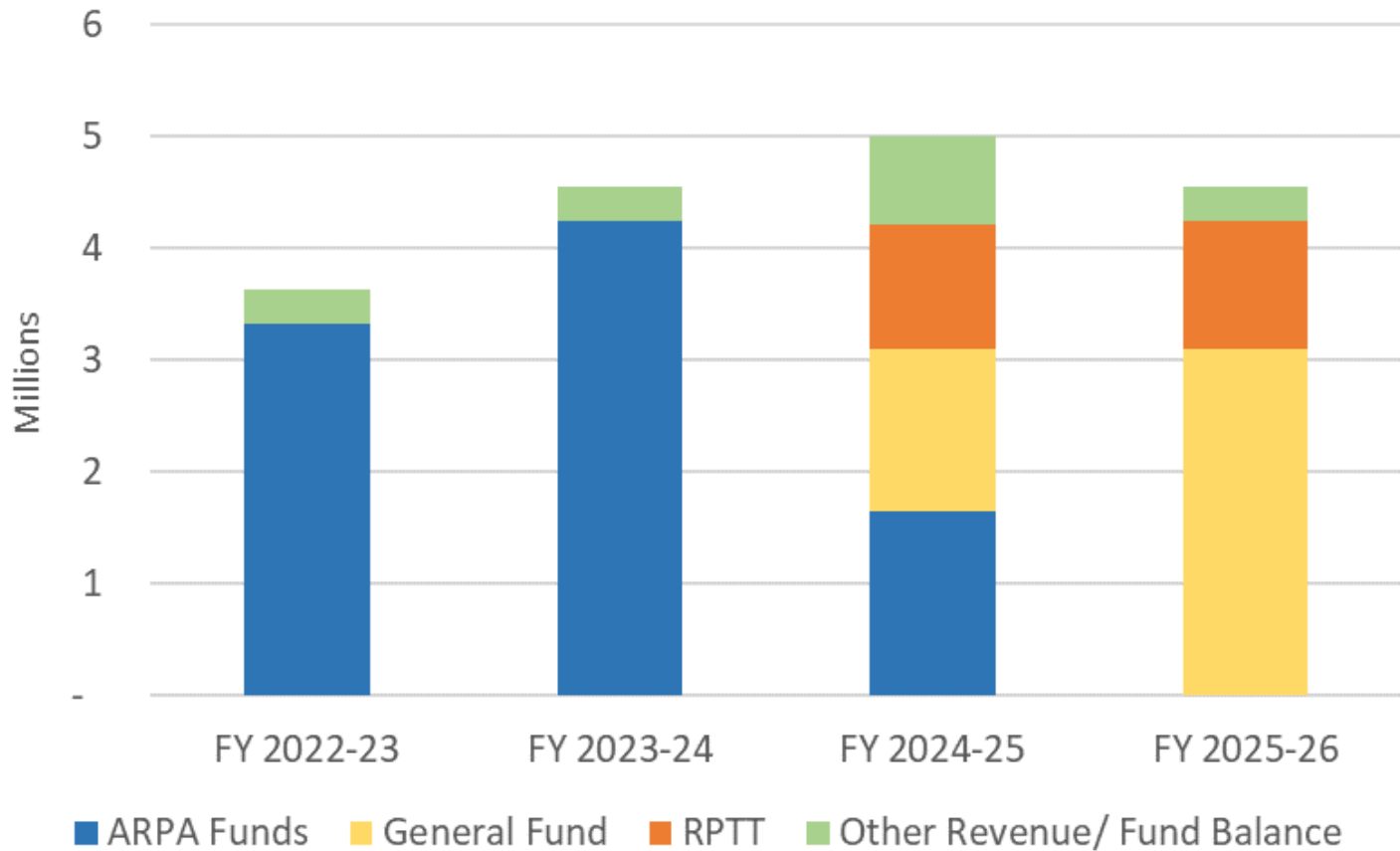
In FY 24-25 ARPA funds partially support Homeless Services, allowing more RPTT for Affordable Housing.

# Real Property Transfer Tax - History

	<b>FY 2020-21 Actuals</b>	<b>FY 2021-22 Actuals</b>	<b>FY 2022-23 Actuals</b>	<b>FY 2023-24 Projected</b>	<b>FY 2024-25 Budget</b>
<b>RPTT Revenue</b>	<b>5,082,826</b>	<b>5,720,489</b>	<b>3,433,492</b>	<b>3,500,000</b>	<b>4,000,000</b>
<b>Homeless/ Affordable Housing Support per Council Policy</b>	35%	40%	45%	50%	55%
<b>Total RPTT Required</b>	<b>1,778,989</b>	<b>2,288,196</b>	<b>1,545,071</b>	<b>1,750,000</b>	<b>2,200,000</b>
<b>Affordable Housing - RPTT</b>	286,469	515,038	2,250,000	2,125,000	1,100,000
<b>Homeless Services - RPTT</b>	1,492,520	1,773,158	-	-	1,100,000
<b>Additional General Fund Support for Homeless Services</b>	2,257,391	1,551,147	ARPA funded	ARPA funded	1,456,563
<b>Total General Fund &amp; RPTT Support</b>	<b>4,036,380</b>	<b>3,839,343</b>	<b>2,250,000</b>	<b>2,125,000</b>	<b>3,656,563</b>



# Expiring ARPA Funds – Homeless Services



- ✓ **FY 22-23 and 23-24:** ARPA funds available
- ✓ **FY 24-25:** \$2.56M General Fund transferred to Homeless services (\$1.1M RPTT)
- ✓ **FY 25-26:** General Fund transfer increasing to approximately \$4.25M (~\$1.2M RPTT)

# General Fund 5-Year Forecast

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Revenues	\$213.0	\$218.4	\$225.2	\$230.6	\$235.7
Transfers In	2.3	2.4	2.4	2.5	2.6
<b>Total Revenues &amp; TI</b>	<b>\$215.3</b>	<b>\$220.8</b>	<b>\$227.6</b>	<b>\$233.1</b>	<b>\$238.2</b>
Expenditures	212.3	215.9	224.7	233.2	242.4
Transfers Out	8.4	9.8	10.0	10.2	9.8
<b>Total Expenditures &amp; TO</b>	<b>\$220.6</b>	<b>\$225.7</b>	<b>\$234.7</b>	<b>\$243.4</b>	<b>\$252.2</b>
<b>Surplus (Deficit)</b>	<b>(\$5.3)</b>	<b>(\$5.0)</b>	<b>(\$7.0)</b>	<b>(\$10.3)</b>	<b>(\$14.0)</b>

\$500K General Fund Subsidy to Golf Course	ARPA funds for Homeless Services expire, +\$1.7M annual Transfer Out	Election Year - additional \$600K in Professional Services	Labor Negotiations - additional \$500K in Professional Services	\$665K rev & exp for Roseland Pvmnt Maintenance from SoCo discontinued
Labor Negs (\$500K); Elections (\$600K)	No BVGC Transfer	No BVGC Transfer	No BVGC Transfer	No BVGC Transfer
	\$1.3M RedCom contract paid by			

# Staffing Summary

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PROPOSED BUDGET FY 2024-25

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# Authorized FTE Staff Summary

Dept.	FY 23-24	FTE Change	FY 24-25
CAO	15.90	-	15.90
CMO	11.00	-	11.00
Comm's & Intergovt Rel	9.00	-	9.00
Finance	62.60	-	62.60
Fire	157.00	12.00	169.00
H&CS	27.00	-	27.00
HR	23.00	-	23.00

# Authorized FTE Staff Summary

Dept.	FY 23-24	FTE Change	FY 24-25
IT	33.00	-	33.00
PED	74.00	4.50	78.50
Police	264.00	-	264.00
Rec & Parks	74.00	2.15	76.15
TPW	261.00	1.00	262.00
Water	278.00	-	278.00
<b>Total FTEs</b>	<b>1,289.50</b>	<b>19.65</b>	<b>1,309.15</b>

# FY 2024-25 General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
HR	Human Resources Analyst	2.00
HR	Principal Human Resources Analyst	-1.00
	<b>Total Change HR/Risk</b>	<b>1.00</b>
Fire	Firefighter/ Paramedic (mid-year)	12.00
	<b>Total Change Fire</b>	<b>12.00</b>
PED	HCS Technician – Limited Term (mid-year)	3.00
PED	Community Outreach Specialist – Limited Term (mid-year)	0.50
PED	Code Enforcement Officer – Limited Term (mid year)	1.00
PED	Senior Planner – Limited Term	-2.00
PED	City Planner – Limited Term	-1.00

# FY 2024-25 General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
PED	Senior Administrative Assistant – Limited Term, funded by PG&E	2.00
PED	Administrative Secretary	-1.00
PED	Administrative Analyst	2.00
PED	Civil Engineering Technician	-1.00
PED	Administrative Technician	1.00
	<b>Total Change PED</b>	<b>4.50</b>
Rec & Parks	Community Outreach Specialist	1.00
Rec & Parks	LT Assistant Parks Planner – funded by Measure M	1.00
Rec & Parks	LT Recreation Coordinator – funded by Measure M	0.15
	<b>Total Change Rec &amp; Parks</b>	<b>2.15</b>

# FY 2024-25 General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
TPW	Climate Action Manager	1.00
	<b>Total Change TPW</b>	<b>1.00</b>
CIRO	Deputy Director Community Engagement (mid-year)	-1.00
CIRO	Community Engagement Manager (mid-year)	1.00
	<b>Total Change CIRO</b>	<b>--</b>
	<b>Total General Fund Position Changes</b>	<b>20.65</b>



# FY 2024-25 Non-General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
Risk	Human Resources Technician	-1.00
	<b>Total Change Risk</b>	<b>-1.00</b>
Rec & Parks	Senior Administrative Assistant	-1.00
Rec & Parks	Administrative Secretary	1.00
Rec & Parks	Administrative Analyst	-1.00
Rec & Parks	Research & Program Coordinator	1.00
	<b>Total Change Rec &amp; Parks</b>	<b>--</b>
IT	Programmer Analyst	-1.00
IT	Cyber Security Manager	1.00
	<b>Total Change IT</b>	<b>--</b>

# FY 2024-25 Non-General Fund Organizational & Position Change Detail

Dept.	Position Title	FTE
Water	Skilled Maintenance Worker	-1.00
Water	Reclamation Supervisor	1.00
Water	Department Technology Coordinator	-1.00
Water	Technology Application Specialist	1.00
Water	Department Application Specialist	-1.00
Water	Trucked Waste Coordinator	1.00
	<b>Total Change Water</b>	<b>--</b>
	<b>Total Non-General Fund Position Changes</b>	<b>-1.00</b>

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# Questions?

# Department & Enterprise Funds

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PROPOSED BUDGET FY 2024-25

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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

# Administrative Departments

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Information Technology

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Housing & Community Services

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Fire Department

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Police Department

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Planning & Economic Development

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Parks & Recreation

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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

continued

# City Council

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PROPOSED BUDGET FY 2024-25

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# City Council – by Program

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<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Administration	\$934,174	\$957,693	\$23,519	2.5%
Elections	\$0	\$600,000	\$600,000	n/a
<b>Total</b>	<b>\$934,174</b>	<b>\$1,557,693</b>	<b>\$623,519</b>	<b>66.7%</b>



# City Council: General Fund Changes

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- Increased Professional Services by \$550K and Print Services by \$50K for Election costs in FY 2024-25.

# City Manager's Office

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PROPOSED BUDGET FY 2024-25

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# City Manager's Office – by Program

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<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
City Clerk	\$81,256	\$81,256	\$0	0.0%
General Administration	\$2,948,519	\$2,966,569	\$18,050	0.6%
<b>Total</b>	<b>\$3,029,775</b>	<b>\$3,047,825</b>	<b>\$18,050</b>	<b>0.6%</b>

# CMO: General Fund Changes

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- Moved \$150K of Professional Services annual appropriations to the Human Resources department. This ongoing amount will fund staff training, awards and events.

# CMO: Operational Highlights – City Clerk's Office

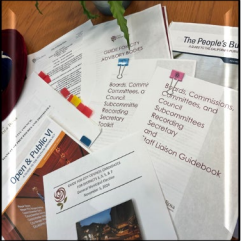


**Customer Service/Admin  
Support**



**Elections Official**

**City Council Agenda  
Management and  
Procedure/Protocol Training**



**Records  
Management**



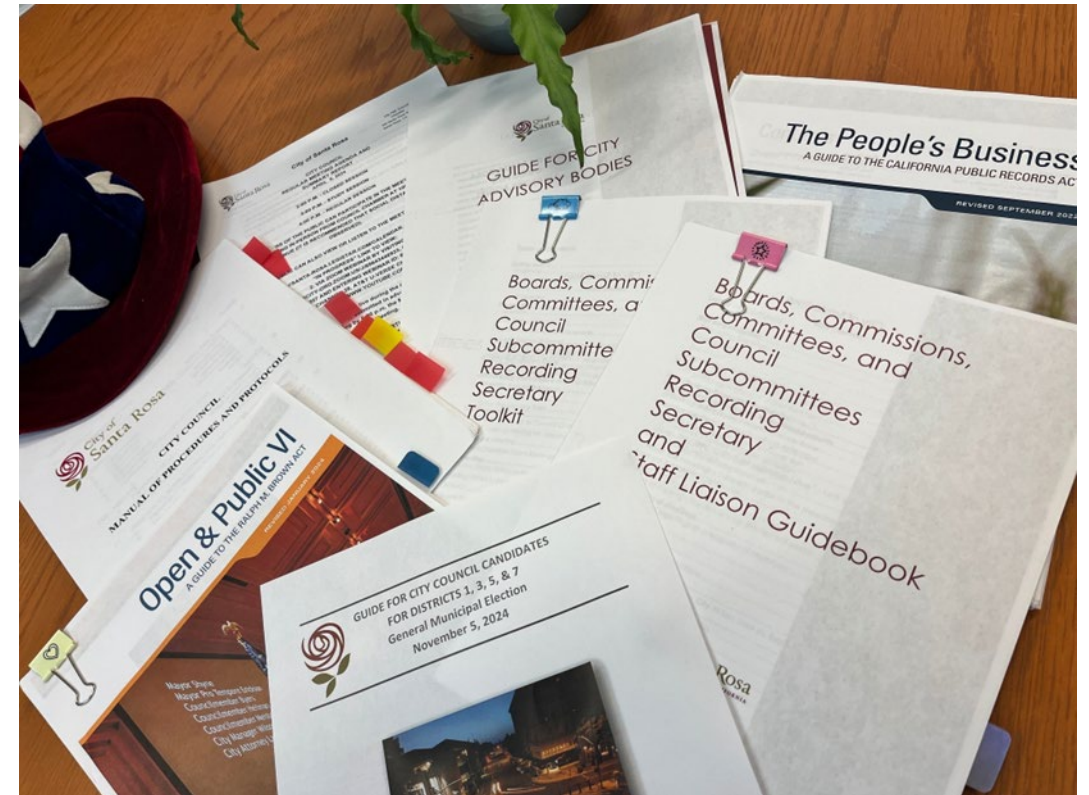
**Boards and Commissions  
Recruitment**



**Public Records  
Request Facilitation**

# City Manager's Office: Accomplishments - City Clerk's Office

- Began migration of records into new Trusted System Repository
- Facilitated response to over 1,300 Public Records Requests in calendar year 2023
- Refined and developed Annual Reports for City Council
- Documentation/updates to multiple procedures and guidebooks, multiple group and 1:1 related trainings with Staff
- Installation of Public Records Request Kiosk at CMO for public access



# City Attorney's Office

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PROPOSED BUDGET FY 2024-25

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# City Attorney's Office – by Program

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<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Legal Services	\$4,069,687	\$4,171,749	\$102,062	2.5%
<b>Total</b>	<b>\$4,069,687</b>	<b>\$4,171,749</b>	<b>\$102,062</b>	<b>2.5%</b>



# CAO: Operational Highlights

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- The CAO provides legal advice to City staff and officials, and represents the City in litigation, administrative proceedings and other types of proceedings.
- Review agendas, staff reports and advise during meetings of the City Council, Planning Commission, Housing Authority, Board of Public Utilities and other Brown Act bodies.

# CAO: Operational Highlights

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- Regularly advise on Brown Act, Public Records Act, Political Reform Act, public contracting including complex capital projects, housing and land use matters, public safety, emergency services, water quality and water supply regulations, real estate matters, environmental requirements, code enforcement, personnel matters, elections laws, governance issues, constitutional issues and other legal compliance.

# CAO: Operational Highlights

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- Draft and review ordinances, resolutions, policies and procedures.
- Review – and at times negotiate and draft – contracts citywide and other legal instruments.
- Represent the City in civil litigation, administrative hearings and Pitchess motions.
- Prosecute code enforcement matters, weapons confiscation petitions, and dangerous animal petitions.
- Provide trainings to City staff and officials

# CAO: Accomplishments

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- Nearly every initiative implementing Council's Goals and Priorities involved significant CAO contributions. Some highlights:
  - Roseland Park Master Plan
  - Drug house abatements and other code enforcement efforts
  - Implementation of SB 9, enabling lot splitting and additional ADUs
  - Various zoning amendments to promote housing and address emergency rebuild efforts
  - Adoption of Housing Element

# CAO: Accomplishments

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- Ordinances addressing vacant properties, hazardous vegetation management, short-term rentals, and gas station ban
- Successfully defended the City against lawsuits and claims, including those involving catastrophic injuries, civil rights and high-value contract disputes.
- Prosecuted sideshow organization and participation, weapons destruction and dangerous animal petitions
- First Responders Advance Life Support agreement with County Fire District
- New agreements with school district partners
- Greenhouse Gas Reduction Strategy

# CAO: Accomplishments

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- Strengthened water waste regulations
- “Our Water Future” water supply study
- Facade Grant Improvement Program
- Project Labor Agreement Program
- Progressive Design-Build delivery approach for Llano Trunk Line Project
- Agreement with Tesla for charges in City garages

# Communications & Intergovernmental Relations Office

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PROPOSED BUDGET FY 2024-25



# CIRO – by Program

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<b>Expenditures by Program</b>	<b>2023 - 24 Budget</b>	<b>2024 - 25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Comms & Intergov Relations	\$1,866,762	\$1,901,472	\$34,710	1.9%
CIP and O&M Projects	\$35,000	\$35,000	\$0	0.0%
<b>Total</b>	<b>\$1,901,762</b>	<b>\$1,936,472</b>	<b>\$34,710</b>	<b>1.8%</b>



# CIRO: Operational Highlights

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- Citywide Communications
- Public Information for the Emergency Operations Center
- State and Federal Legislation
- Grants
- Community Engagement
- Citywide Event Promotion
- Manage and Facilitate the Community Advisory Board and the Open Government Task Force

# CIRO: Accomplishments

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- Secured over \$21 million in various state & federal grants ranging from the Department of Justice, Federal Transit Administration, Federal Emergency Management Agency, Board of State and Community Corrections, and CA Interagency Council on Homelessness.
- Secured \$898,000 in funding for the Santa Rosa Police Department to establish the Real Time Crime Center via a federal earmark with Congressman Mike Thompson.

# CIRO: Accomplishments

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- Send 51 City Connections newsletters to 117K subscribers annually (6M emails to the community in English and Spanish).
- Created and distributed more than 50 press releases to the media.
- Promoted and supported large citywide events: St. Patrick's 5K Earth Day, SR City Works Festival, Women in Public Safety Day, and Wildfire Ready Resource Fair, district-specific town hall meetings with the Mayor and Councilmembers.

# CIRO: Accomplishments

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- Fulfilled public information responses for multiple emergency incidents, including winter storms, earthquakes, freezing temperatures, school violence, and more.
- Provided departments with marketing deliverables, such as activity guides, reports, newsletters, email blasts, signage, flyers, webpages and microsites, advertisements, surveys, digital marketing assets, etc.

# Human Resources

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PROPOSED BUDGET FY 2024-25

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# Human Resources – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$4,262,083	\$4,606,617	\$344,534	8.1%
Risk Management Fund	\$40,718,032	\$41,599,701	\$881,669	2.2%
<b>Total</b>	<b>\$44,980,115</b>	<b>\$46,206,318</b>	<b>\$1,226,203</b>	<b>2.7%</b>

# HR: General Fund Changes

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- \$150K increase in Other Outside Services to promote employee engagement. The City Manager's Office reduced its Professional Services by \$150K.
- \$285K increase for Flexible Spending Account; offset by revenue
- Eliminated 1.0 Principal HR Analyst in the General Fund and 1.0 HR Technician in the Risk Fund; replaced by 2.0 HR Analysts in the General Fund

# Risk Management Programs

<b>Risk Management Fund</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Administrative Staff and Supplies	\$2,135,819	\$2,186,925	\$51,106	2.4%
City Health	\$15,466,458	\$14,545,426	(\$921,032)	-6.0%
PERS Health	\$7,444,623	\$8,709,043	\$1,264,420	17.0%
Workers Compensation	\$5,654,970	\$5,687,306	\$32,336	0.6%
Dental/Vision	\$2,061,395	\$2,103,348	\$41,953	2.0%
Other Employee Benefits	\$867,092	\$934,203	\$67,111	7.7%
Liability Insurance	\$5,565,000	\$5,390,617	(\$174,383)	-3.1%
Earthquake Insurance	\$562,087	\$650,699	\$88,612	15.8%
Property/Fire Insurance	\$960,588	\$1,392,134	\$431,546	44.9%
<b>Total</b>	<b>\$40,718,032</b>	<b>\$41,599,701</b>	<b>\$881,669</b>	<b>2.2%</b>



# HR: Operational Highlights

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The mission of the Human Resources Department is to deliver innovative and timely services and leadership to enable the City of Santa Rosa to provide world-class services to our diverse community.

We accomplish our mission by:

- Attracting and hiring talent
- Creating and enhancing opportunities for career growth
- Providing an inclusive workplace environment
- Offering competitive salaries and benefits

# HR: Operational Highlights

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The Human Resources team provides daily support across the organization:

- Facilitating All Areas of Recruitment and Selection
- Employee Onboarding, Orientation and Compliance
- Benefits Administration and Support
- Classification and Position Management
- Training and Development of Staff

# HR: Operational Highlights

---

The Human Resources team provides daily support across the organization:

- Employee Relations and Conflict Resolution
- Policy Development and Compliance
- Diversity, Equity and Inclusion (DEI) and Equal Employment Opportunity Officer
- Managing Worker's Compensation and Prevention of Future Injuries/Illness
- Maintaining City Wide Insurance Coverage and responding to questions and claims

# HR: Accomplishments

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- Hired Diversity, Equity and Inclusion (DEI) and Equal Employment Opportunity Officer
- Reduced Worker's Compensation claims time away from work
- In collaboration with CMO provided a City-Wide Leadership Academy for 3 levels of staff.
- Planned and hosted two employee service awards in recognition of our employees and their service.
- Hosted annual City Benefits Fair and Employee Appreciation Lunch
- Provide daily individualized support as requested by Departments and/or staff

# Finance Department

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PROPOSED BUDGET FY 2024-25

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# Finance – by Fund

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<b>Expenditures by Fund</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$7,186,371	\$7,429,449	\$243,078	3.4%
Parking District Fund	\$5,578,028	\$5,670,517	\$92,489	1.7%
Pooled Investment Fund	\$330,000	\$360,000	\$30,000	9.1%
SA RDA Oblig Retirement Fund	\$3,022,314	\$3,268,453	\$246,139	8.1%
<b>Total</b>	<b>\$16,116,713</b>	<b>\$16,728,419</b>	<b>\$611,706</b>	<b>3.8%</b>

# Finance – by Program

<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$1,815,206	\$2,522,399	\$707,193	39.0%
Successor Agency	\$3,022,314	\$3,268,453	\$246,139	8.1%
Parking Services O&M	\$4,285,894	\$4,124,413	-\$161,481	-3.8%
Financial Services	\$2,907,023	\$3,072,414	\$165,391	5.7%
Parking Enforcement	\$1,292,134	\$1,546,104	\$253,970	19.7%
Purchasing	\$1,314,720	\$1,329,641	\$14,921	1.1%
Revenue	\$646,652	\$0	-\$646,652	-100.0%
Payroll and Benefits	\$832,770	\$864,995	\$32,225	3.9%
CIP and O&M Projects	\$0	\$0	\$0	n/a
<b>Total</b>	<b>\$16,116,713</b>	<b>\$16,728,419</b>	<b>\$611,706</b>	<b>3.8%</b>



The Finance Department is the  
Fiscal Steward of City resources

# Finance: Operational Highlights



# Finance: Operational Highlights



## Accounts Payable

Ensure all vendors paid in compliance with Federal and State Law  
Pays Section 8 Housing Payments to Landlords



## Payroll & Benefits

Compliance with CalPERS, IRS and any other regulations  
Monitors compliance with MOUs and City policies to ensure proper pay



## Budget

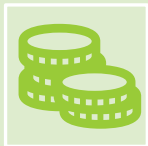
Forecasting and planning of City resources  
Provide budget accountability and guard against overspending  
Invest City funds to gain maximum return allowed under State law

# Finance: Operational Highlights



## Purchasing

Minimizes City's risk by through procurement standards and policies  
Negotiates best value to City through bids and purchases  
Maintains a well stocked warehouse and fuel inventory for City staff



## Financial Reporting

Prepares and issues financial statements and other financial report  
Ensures good credit standing, ability to apply for grants and issue debt  
Also helps City avoid costly penalties and audits



## Parking

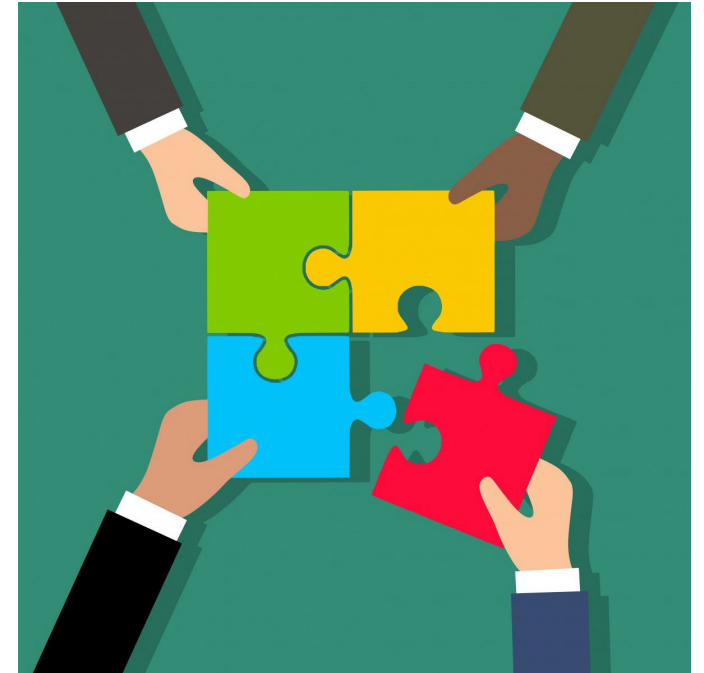
Outreach to businesses, residents, and visitors to Parking District  
Maintain District infrastructure, and look for innovative enhancements  
Work with City departments to ensure vitalization in the downtown, and parking facility safety

# Finance: Accomplishments

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## FY 2023-24 Council Goal 6 “Achieve Organizational Excellence”

- Purchasing implemented new “ticketing” process to increase efficiency of internal requests. To date, 376 tickets have been addressed.
- Created Section 115 trust for PEMHCA unfunded liability to address rising costs
- Increased financial forecasting detail to support future strategic planning
- Completed first phase of the City’s first Cannabis Industry Tax audit



# Finance: Accomplishments (Parking)

## FY 2023-24 Council Goals Met

### Parking Fiscal Sustainability

- Maintenance staff responsible for janitorial and landscaping services in-house.
- Avoiding potential costs by utilizing parking maintenance staff on local Parking projects.

### Parking Greenhouse Gas Reduction (GHG) Measures

- Renewed agreement for solar monitoring and tracking for the panels in city garages to ensure GHG reductions and performance.
- Plan to install 36 level 2 and DC Fast chargers in parking facilities approved and scheduled for FY24-25.

### Community Vibrancy

- Developed new community art projects, increased lighting, and adding improved community maps to parking facilities



# Parking Enterprise Fund Summary

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	FY 2024-25 Proposed Budget
Revenue	\$3,910,881
Transfers In	1,561,010
<b>Total</b>	<b>\$5,471,891</b>
O&M Expenditures	5,670,517
CIP Expenditures	-
Transfers Out	121,338
<b>Total</b>	<b>\$5,791,855</b>
<b>Use of Reserves</b>	<b>(\$319,964)</b>

# Non - Departmental

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PROPOSED BUDGET FY 2024-25



# Non-Departmental – by Fund

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<b>Expenditures by Fund</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	-\$9,590,573	-\$8,461,454	\$1,129,119	-11.8%
2013 Pension Obligation (Refund)	\$3,735,590	\$3,731,271	-\$4,319	-0.12%
Fire Station Capital Lease	\$367,727	\$275,795	-\$91,932	-25.0%
Courthouse Square Capital Lease	\$729,150	\$728,450	-\$700	-0.1%
<b>Total</b>	<b>-\$4,758,106</b>	<b>-\$3,725,938</b>	<b>\$1,032,168</b>	<b>-21.7%</b>

# Non Departmental – by Program

Expenditures by Program	2023-24 Budget	2024-25 Budget	\$ Change	% Change
Citywide GF Insurance	\$3,879,153	\$4,871,083	\$991,930	25.6%
Contract Services	\$385,000	\$375,000	-\$10,000	-2.6%
SonomaCo Transportation Authority	\$120,000	\$130,000	\$10,000	8.3%
Debt Service	\$4,832,467	\$4,735,516	-\$96,951	-2.0%
General Fund Admin Cost Plan	-\$15,379,726	-\$16,088,978	-\$709,252	4.6%
Animal Shelter	\$2,500,000	\$3,346,441	\$846,441	33.9%
County Admin Fee	\$380,000	\$380,000	\$0	0.0%
Non-Program	-\$1,475,000	-\$1,475,000	\$0	0.0%
<b>Total</b>	<b>-\$4,758,106</b>	<b>-\$3,725,938</b>	<b>\$1,032,168</b>	<b>-21.7%</b>



# General Fund Changes

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- \$991K increase in Citywide rates for the General Fund's portion of Liability, Fire, and Earthquake insurance. \$652K or 65% of increase is attributed to one time assessment from CJPRMA to be paid in FY 24-25.
- \$846K increase due to Sonoma County Animal Shelter contract.

# Information Technology

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PROPOSED BUDGET FY 2024-25



# Information Technology – by Fund

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<b>Expenditures by Fund</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Information Technology	\$9,967,624	\$10,035,262	\$67,638	0.7%
Technology Replacement	\$755,137	\$797,339	\$42,202	5.6%
<b>Total</b>	<b>\$10,722,761</b>	<b>\$10,832,601</b>	<b>\$109,840</b>	<b>1.0%</b>

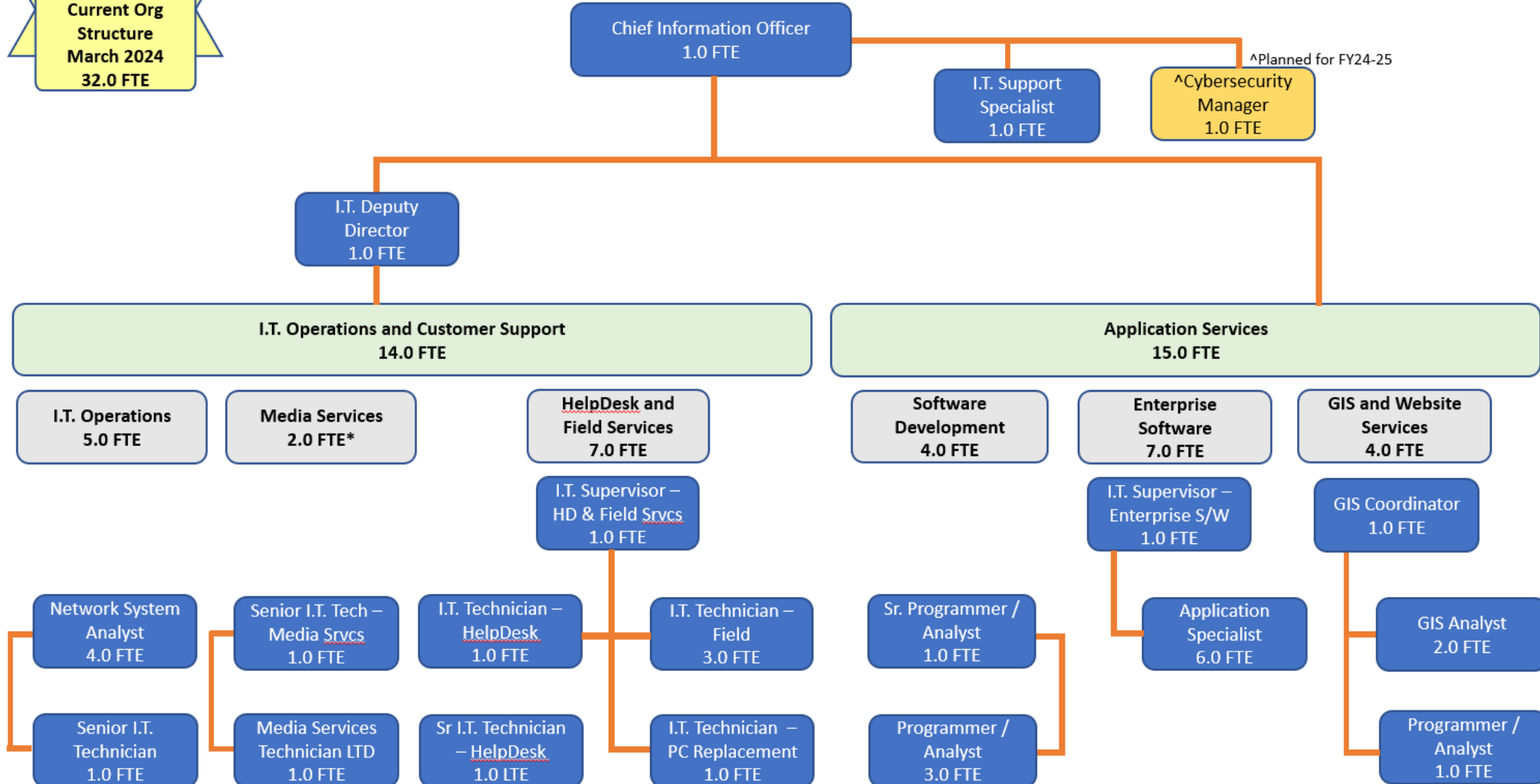
# Information Technology – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
I.T. Administration	\$1,073,033	\$1,434,257	\$361,224	33.7%
I.T. Development	\$4,246,478	\$3,901,146	(\$345,332)	-8.1%
I.T. Customer Support	\$2,970,937	\$3,035,671	\$64,734	2.2%
I.T. GIS Services	\$785,964	\$794,813	\$8,849	1.1%
I.T. Media Services	\$261,212	\$264,375	\$3,163	1.2%
I.T. PC Replacement Program	\$212,308	\$213,623	\$1,315	0.6%
CIP and O&M Projects	\$1,172,829	\$1,188,716	\$15,887	1.4%
<b>Total</b>	<b>\$10,722,761</b>	<b>\$10,832,601</b>	<b>\$109,840</b>	<b>1.0%</b>

# IT: Operational Highlights

**Current Org Structure**  
**March 2024**  
**32.0 FTE**

## Information Technology



\* An additional 3 part-time Temp staff employees assist with video / audio recording and streaming of City Council and other public meetings.

# IT: Operational Highlights

## INFORMATION TECHNOLOGY STRATEGIC PLAN 2022-2025

### Summary

#### City Council Goals:

- 1 Promote Citywide Economic Development
- 2 Achieve and Maintain Fiscal Stability
- 3 Create an Environment that Supports Staff & Operational Excellence
- 4 Invest in the Development and Maintenance of the City's Infrastructure
- 5 Plan For and Encourage Housing for All and Reduce Homelessness
- 6 Address Climate Change
- 7 Foster a Safe, Healthy, and Inclusive Community

### Goals and Strategies

#### Digital Services (1-7)



Partner with internal departments and the community to deploy reliable data-driven technologies that provide efficiencies and innovation of City services

#### Security (3,4,7)



Optimize technology and services relating to cybersecurity, site security, and resilience against major disasters

#### Hybrid Services (3,6)



Improve and refine tools and processes to support the ongoing needs of a digital, hybrid workforce and community including public participation and collaboration

#### Support and Maintenance (2,3,4)



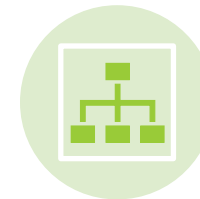
Support, maintain, update, and enhance existing systems and technologies required for daily citywide operations

#### People and Process (3)



Address staffing, policy, and process-related needs within the department and citywide

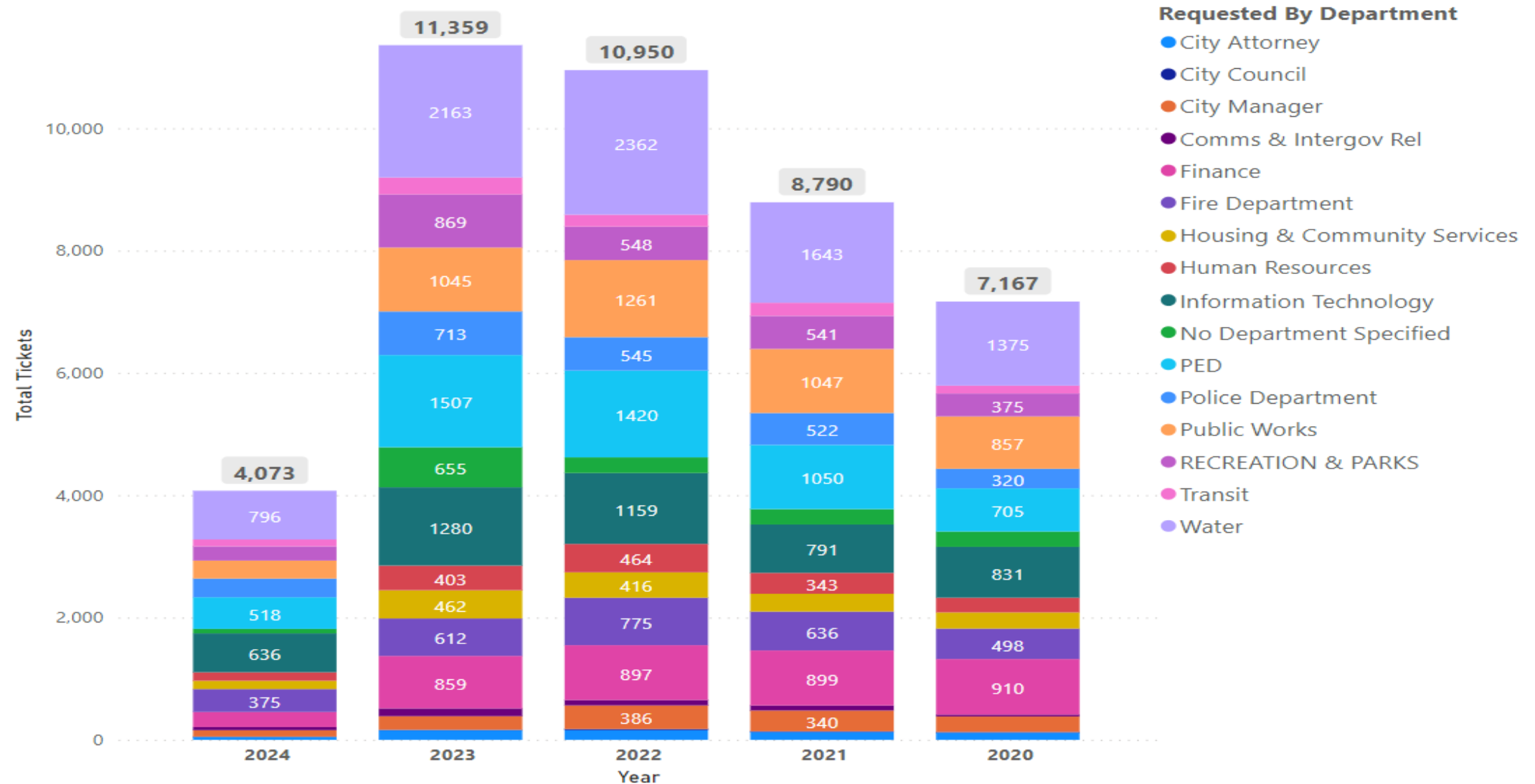
#### Governance and Accountability (2,3,4)



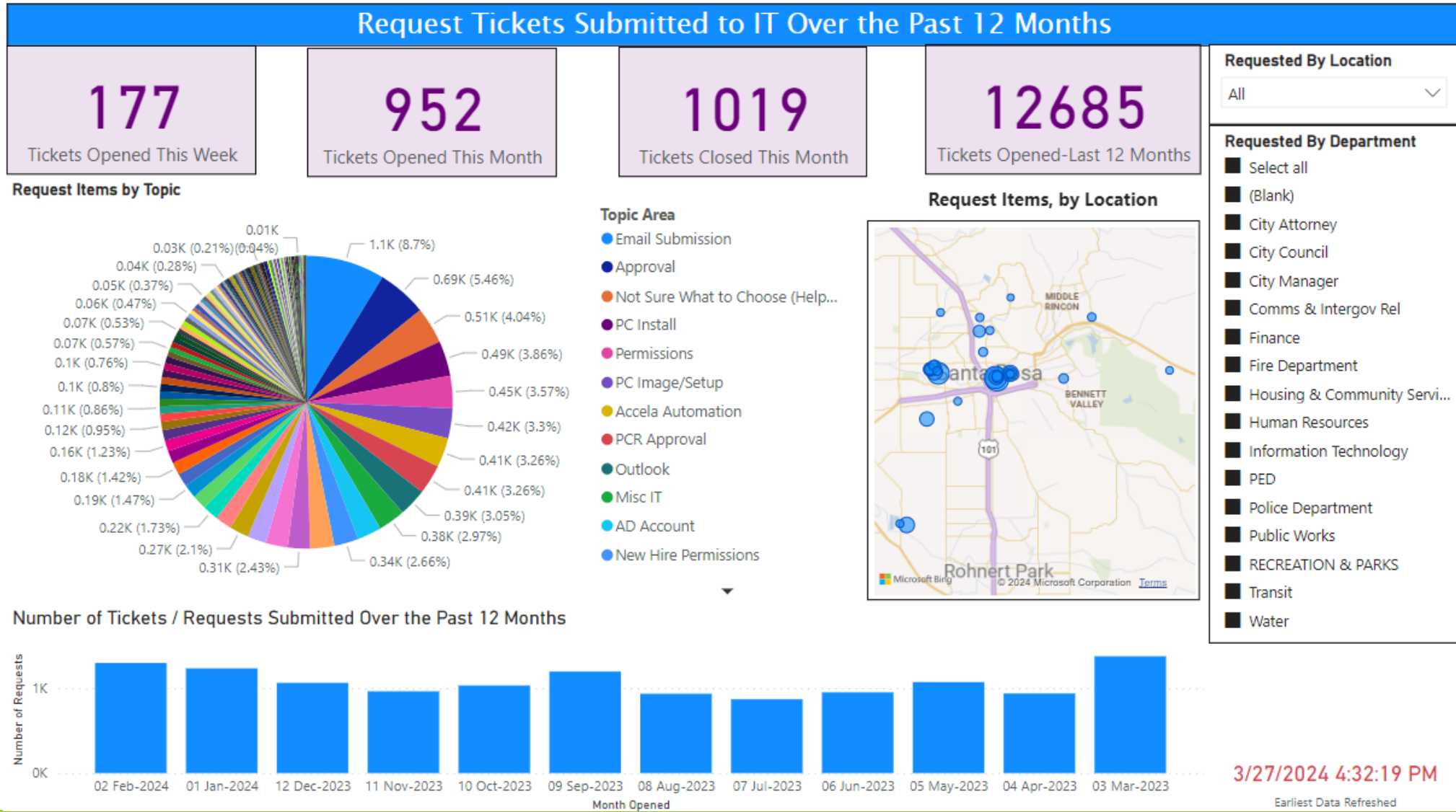
Improve the IT environment through the maturation of IT governance and accountability

# IT: Operational Highlights

Total Tickets Opened by Year, by Department



# IT: Operational Highlights





# IT: Operational Highlights

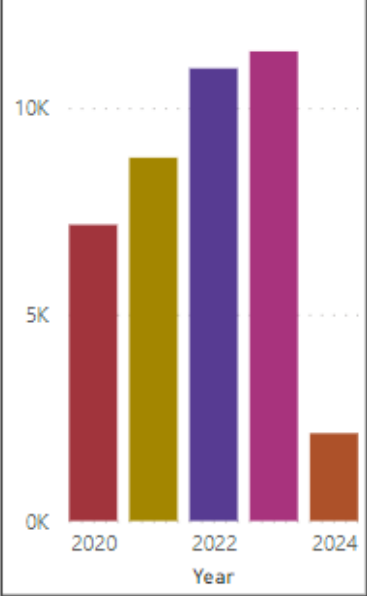
## IT Projects

62

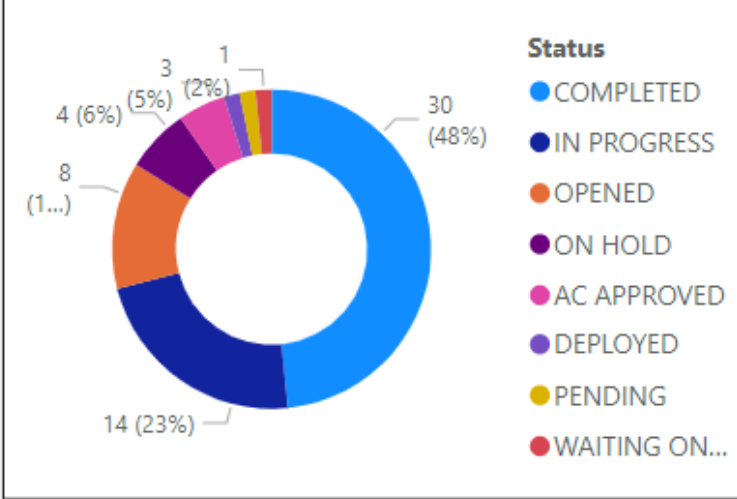
Total Projects

Active?  
 Yes  
 No

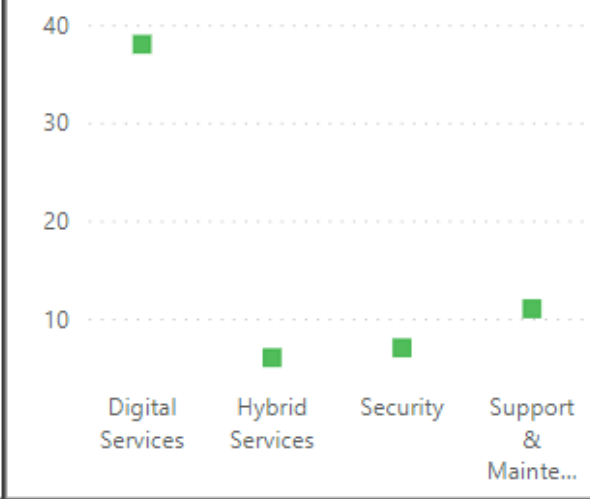
### Number of Support Requests by Year



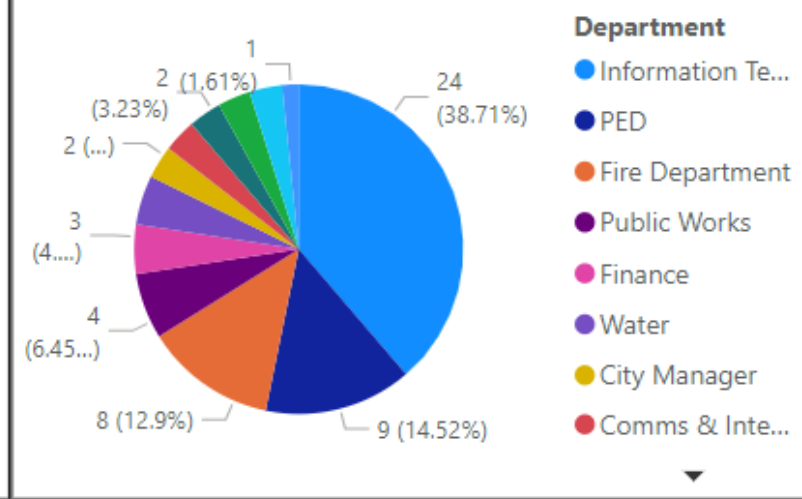
### Number of Projects by Status



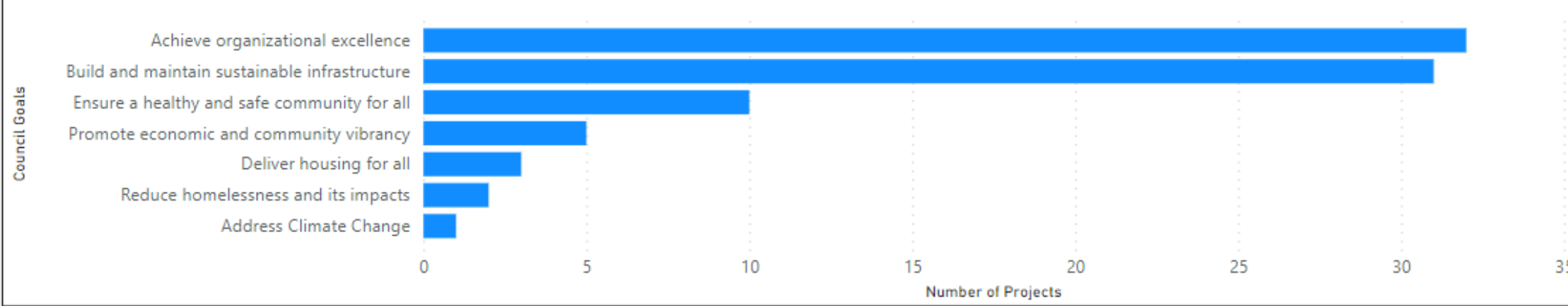
### Projects by IT Strategic Plan Category



### Project Requests by Department



### Projects in Relation to Council Goals (note: a project may be related to more than 1 goal)



# IT: Accomplishments

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- Addressed Over 11,000 Internal IT Service Requests
- Updated, Replaced, and Maintained Core Citywide IT Infrastructure
- Continued to Harden Cybersecurity Measures
- Installed Phase 1 of Security Cameras at City Hall Campus

# IT: Accomplishments

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- Completed Implementation of Trusted System for Digital Records Storage
- Migrated 15-Year-Old Internal Collaboration Portal (iNet) to Current Technology
- Deployed Solar APP+ for Automated Solar Permit Approvals
- Completed Software for House Santa Rosa Development Feasibility Portal
- Assisted Police & Fire with IT Infrastructure for inRESPONSE office location

# Housing & Community Services

---

PROPOSED BUDGET FY 2024-25

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# HCS – by Fund

<b>Expenditures by Fund (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$101,000	\$161,000	\$60,000	59.4%
Mobile Home Rent Stabilization	\$263,982	\$265,972	\$1,990	0.8%
Homeless Service Operations	\$301,800	\$3,356,953	\$3,055,153	n/a
ARPA Federal Stimulus	\$5,758,144	\$0	-\$5,758,144	n/a
Admin Housing & Community Services	\$1,570,901	\$1,735,022	\$164,121	10.4%
Rental Assistance Programs	\$41,502,969	\$42,618,976	\$1,116,007	2.7%
Housing Trust	\$32,649,481	\$7,221,437	-\$25,428,044	-77.9%
<b>Total</b>	<b>\$82,148,277</b>	<b>\$55,359,360</b>	<b>-\$26,788,917</b>	<b>-32.6%</b>

# HCS – by Program

<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Mobile Home Rent Control Ord.	\$263,982	\$265,972	\$1,990	0.8%
Housing Trust	\$10,602,866	\$6,423,059	-\$4,179,807	-39.4%
Admin Housing & Community Services	\$1,570,901	\$1,735,022	\$164,121	10.4%
Community Services Programs	\$51,000	\$111,000	\$60,000	117.6%
Rental Assistance Programs	\$41,502,044	\$42,618,976	\$1,116,932	2.7%
ARPA Federal Stimulus	\$5,758,144	\$0	-\$5,758,144	n/a
Homeless Shelter Operations	\$301,800	\$3,346,953	\$3,045,153	n/a
CIP and O&M Projects	\$22,097,540	\$858,378	-\$21,239,162	-96.1%
<b>Total</b>	<b>\$82,148,277</b>	<b>\$55,359,360</b>	<b>-\$26,788,917</b>	<b>-32.6%</b>

# HCS: Budget Highlights

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- Homeless Service Operations is no longer being funded with ARPA revenue.
- In FY 2024-25 ARPA revenue will fund approximately \$1.7M of Sam Jones Hall Homeless Shelter operations, which will need to be covered by the General Fund starting in FY 25-26.
- Increase in Legal Aid contract for Tenant/ Landlord services contract due to one-time CDBG-CV funds available in prior year.

# Housing Trust Funding

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- 15 Funding Sources- Federal, State, Local
- Housing Impact Fee – market rate housing development fee
  - Funds Admin and Loans
- Real Property Transfer Tax
  - Council Policy 000-48
  - % of RPTT to housing and homeless, increases 5% annually
  - FY 24/25, total \$4M, 55% \$2.2M, divided equally between housing / homeless



# HCS: Operational Highlights 1 of 4

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- **General Fund**

- Secure Families Collaborative Grant

- Immigration legal support and services

- Legal Aid contract

- Assistance to renters and income qualifying landlords, education and outreach

# HCS: Operational Highlights 2 of 4

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## **Rental Assistance Division** –Federal rental housing assistance to low-income households

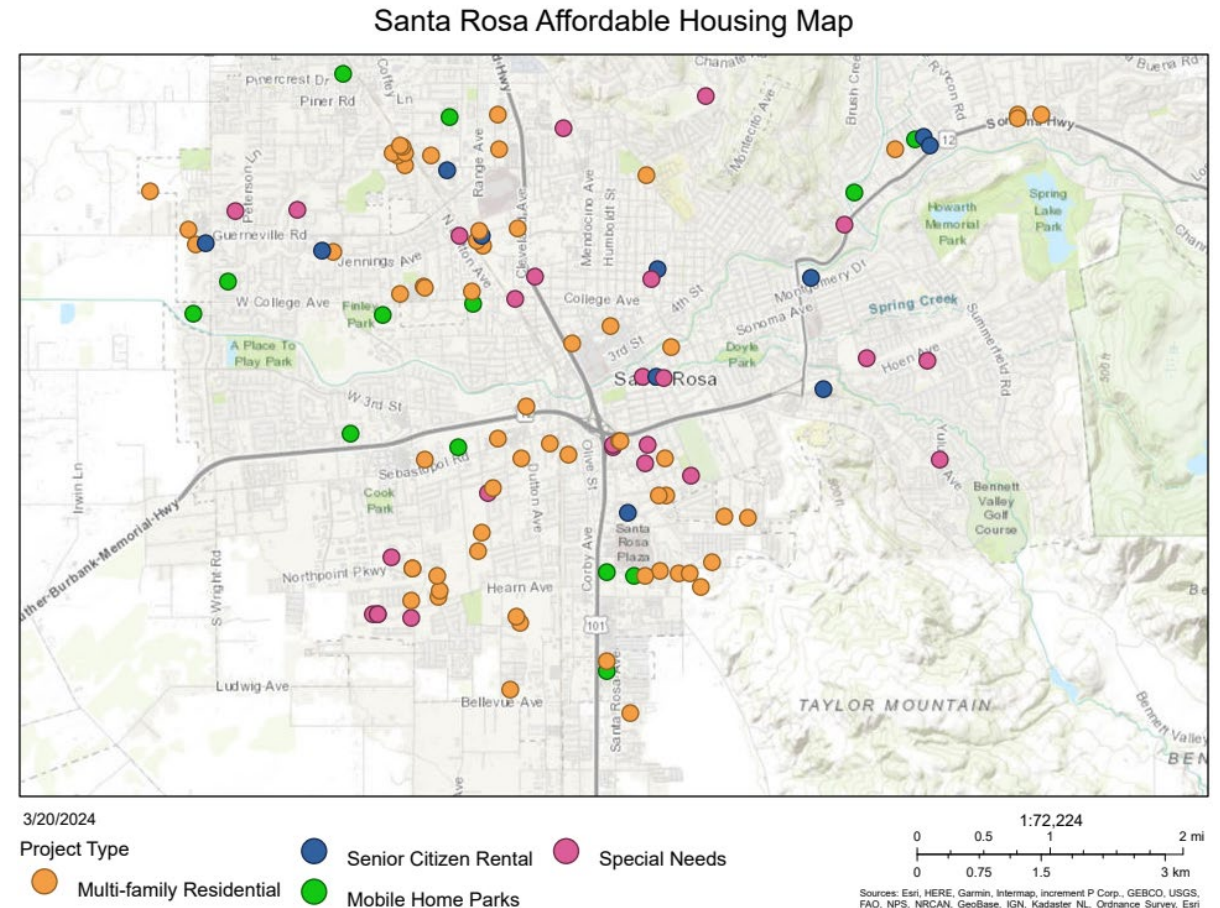
- Manage over 2,000 vouchers (HCV, VASH, Proj Based, Port-In, TBRA, EHV)
- Process \$2.7M Housing Assistance Payments to over 700 landlords / mo
- Perform 185 re-examinations (income verification, etc.) / mo
- Inspect 50+ units / mo to ensure safe and sanitary housing
- Administer Family Self Sufficiency Program – 28 families
- Submit weekly, monthly, quarterly and annual reports to HUD
- Manage waitlists – 7,200+

**2023 Total Public Counter Interactions** - 5,718 in person; 18,420 telephone calls

# HCS: Operational Highlights 3 of 4

**Housing Trust** – Affordable housing loans, manage grants and public services, and compliance monitoring

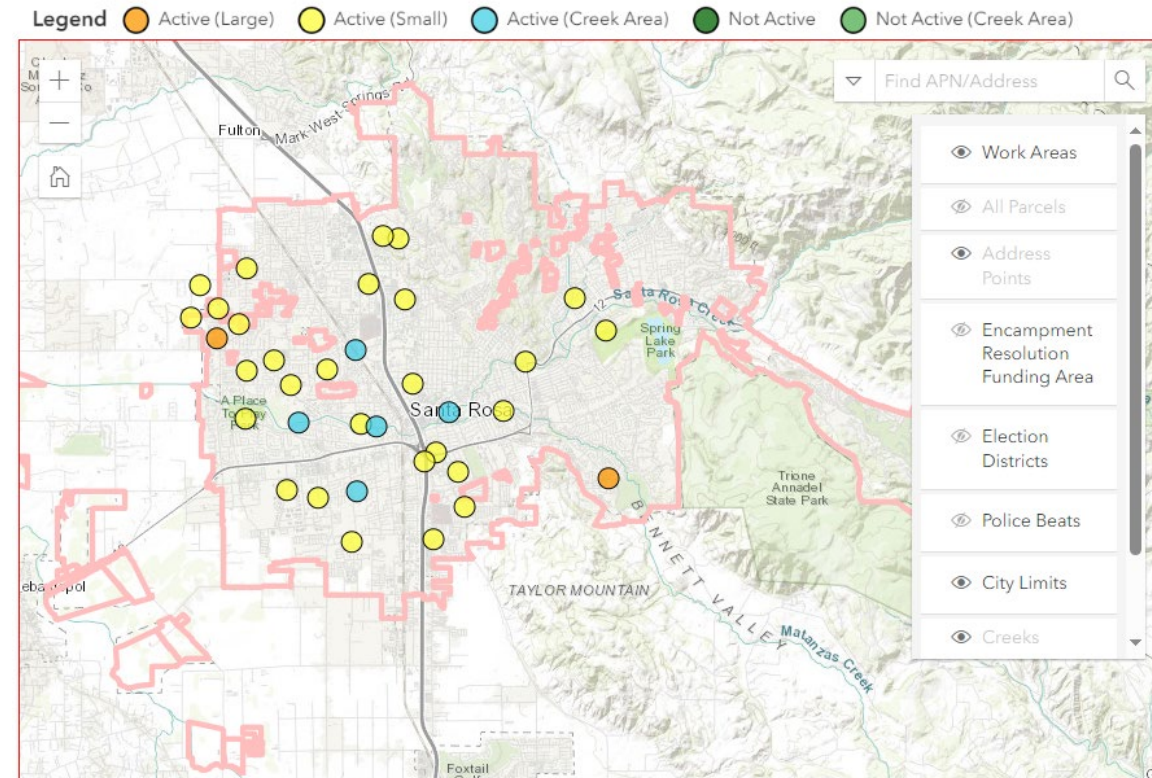
- Manage \$196M loan portfolio; 500+ loans
- Monitor over 5,400 units annually
- Manage state and federal grants
- Current Affordable Pipeline:
  - 361 recently completed; 653 under construction; 250 awaiting final funding or permits; 99 preserved / rehabilitated



# HCS: Operational Highlights 4 of 4

**Homeless Services-** Lead effort to reduce homelessness, collaborate regionally, manage contracts and grants

- 100+ contacts monthly
- Lead encampment resolution team, 12 visits/mo, resolve 35/mo
- Manage SR Coordinated Entry, by-names list
- Manage 12 non-profit contracts
- Oversee current grants and explore funding opportunities
- Participate in regional efforts



# HCS: Accomplishments 1 of 2

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- Awarded and implemented \$3.8M Encampment Resolution Grant
- \$2.3M HOME-ARP committed to homeless assistance contracts
- Launched Down Payment Assistance Loan program; 86 applications; \$2M
- Awarded \$8.5M in loan funds to support 158 new units, 49 existing rehab
- Performed compliance monitoring for 5,400+ units
- Completed construction- 247 affordable units, 132 for Seniors, 81 permanent supportive housing
- Administered updated Mobilehome Rent Control Ordinance

# HCS: Accomplishments 2 of 2

---

- Emergency Housing Vouchers 131 issued
- Project Based Vouchers
  - Caritas Village- 30 vouchers for chronically homeless families
  - Laurel at Perennial Ph I and II - 30 vouchers for seniors
- Voucher Waitlist open 6/1 – 7/14/24, 5K new households added
- Family Self Sufficiently Program graduated 8 households

# Fire Department

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PROPOSED BUDGET FY 2024-25

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# Fire Department – by Fund

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<b>Expenditures by Fund</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$53,450,873	\$56,573,189	\$3,122,316	5.8%
Public Safety & Prevention Tax- Fire	\$3,984,950	\$4,590,082	\$605,132	15.2%
Capital Improvement Fund	\$1,171,641	\$511,631	-\$660,010	-56.3%
<b>Total</b>	<b>\$58,607,464</b>	<b>\$61,674,902</b>	<b>\$3,067,438</b>	<b>5.2%</b>



# Fire Department – by Program

---

<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Fire Operations	\$43,365,406	\$45,742,188	\$2,376,782	5.5%
Public Safety Special Tax- Fire	\$3,984,950	\$4,590,082	\$605,132	15.2%
General Administration	\$6,379,390	\$6,880,665	\$501,275	7.9%
Fire Prevention	\$3,218,167	\$3,309,251	\$91,084	2.8%
CIP and O&M Projects	\$1,659,551	\$1,152,716	-\$506,835	-30.5%
<b>Total</b>	<b>\$58,607,464</b>	<b>\$61,674,902</b>	<b>\$3,067,438</b>	<b>5.2%</b>

# Fire: General Fund Changes

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- Increase of 12.0 FTE Firefighters funded by the SAFER grant.
- Additional \$300K of contract and equipment costs offset with FRALS revenue.



# Fire: Operational Highlights

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## Operations:

- Suppression – responds to an average of 82 incidents per day (CY 2023 total – 30,035)
- Emergency Medical Services – accounts for 65% of suppression volume; FRALS contract; inResponse
- Training and Safety – trains and maintains certifications of all employees; facilitates >32,000 hours/year
- Support Services – policy management, facilities, construction, homeless services, information technology

# Fire: Operational Highlights

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## Fire Prevention:

- Administer >4,100 inspections per year; 11,000 weed abatement inspections; 1,881 plans reviewed

## Administration:

- Manages all business, finance, human resources and information technology resources for SRFD

## Emergency Management:

- Manages citywide preparation, mitigation, response and recovery to natural and humanmade disasters

# Fire: Accomplishments

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## Strategic Highlights:

- Awarded SAFER Grant for \$7.08M to hire twelve additional firefighter-paramedics to staff ALS squads in high demand services areas (Goal 3)
- Successfully negotiated and implemented new FRALS agreement (Goal 3)
- Developed Sonoma County Measure H (Goal 3)
- Completed new Strategic Planning process (Goal 3)

# Fire: Accomplishments

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- Implemented new technology to provide business and operational efficiencies (Goal 6)
- Implemented new Vegetation Management Ordinance (Goals 3 & 7)
- Improved efficiency of plan review turn around time (Goal 1)
- Implemented education, outreach and grant funding to residents in and around the WUI to mitigate wildfire risk. (Goals 3 & 7)



# Police Department

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PROPOSED BUDGET FY 2024-25

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# Police Department – by Fund

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<b>Expenditures by Fund (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$72,913,865	\$76,551,892	\$3,638,027	5.0%
Public Safety & Prevention Tax – Police	\$7,330,550	\$4,835,432	-\$2,495,118	-34.0%
Federal Narcotics Asset Forfeiture	\$50,000	\$50,000	\$0	0.0%
Supplemental Law Enforcement	\$515,000	\$515,000	\$0	0.0%
State Narcotics Asset Forfeiture	\$150,000	\$148,000	-\$2,000	-1.3%
<b>Total</b>	<b>\$80,959,415</b>	<b>\$82,100,324</b>	<b>\$1,140,909</b>	<b>1.4%</b>



# Police Department – by Program

<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$10,682,090	\$11,611,470	\$929,380	8.7%
Technical Services	\$9,674,111	\$9,960,053	\$285,942	3.0%
Support Bureau	\$1,042,260	\$1,122,127	\$79,867	7.7%
Public Safety & Prevention Tax – Police	\$7,330,550	\$4,835,432	-\$2,495,118	-34.0%
Field Services	\$40,239,101	\$41,108,630	\$869,529	2.2%
Investigative Services	\$11,016,603	\$13,070,112	\$2,053,509	18.6%
CIP and O&M Projects	\$974,700	\$392,500	-\$582,200	-59.7%
<b>Total</b>	<b>\$80,959,415</b>	<b>\$82,100,324</b>	<b>\$1,140,909</b>	<b>1.4%</b>

# Police: General Fund Changes

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- Increase in Overtime by \$400K. This is a one-time non-reoccurring increase.
- Increase in Contract Overtime by \$25,000 (offset by increased revenue projections).
- Increased fleet expenses by a total of \$385K.
  - Maintenance of the Police fleet.
  - Replacement costs for all vehicles.
  - Fuel - a total of 1.3 Million miles/year.

# Police: School Resource Officer Cost Estimate

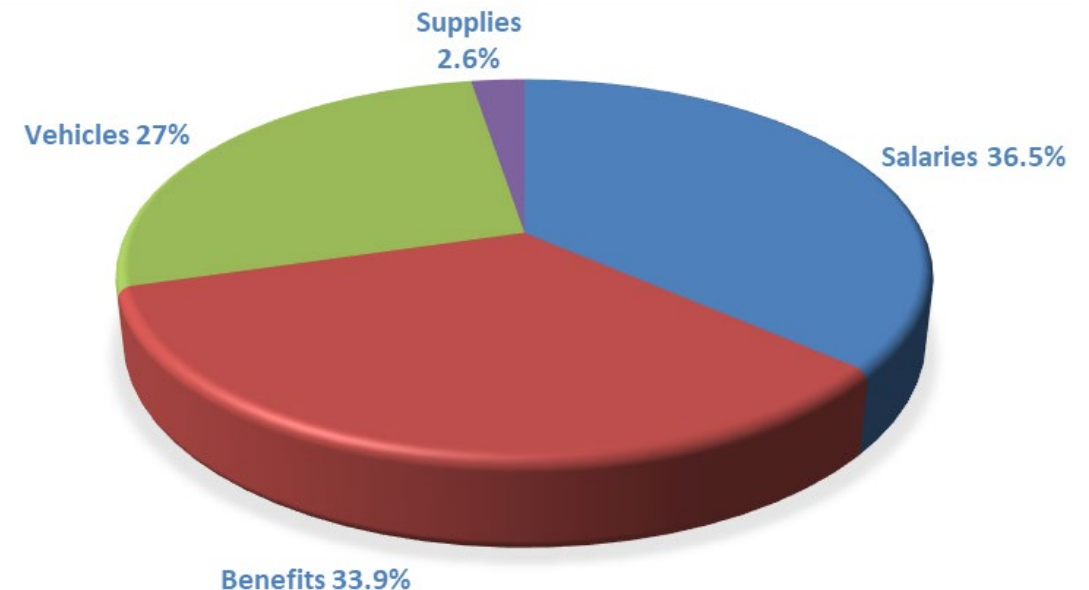
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## Estimated cost of the SRO Program:

- Initial cost - \$2.1M
- Annual ongoing cost- \$1.7M

## SRO Program would include:

- 5.0 School Resource Officers
- 1.0 Sergeant
- 6 new vehicles for each SRO and Sergeant
- Annual supplies

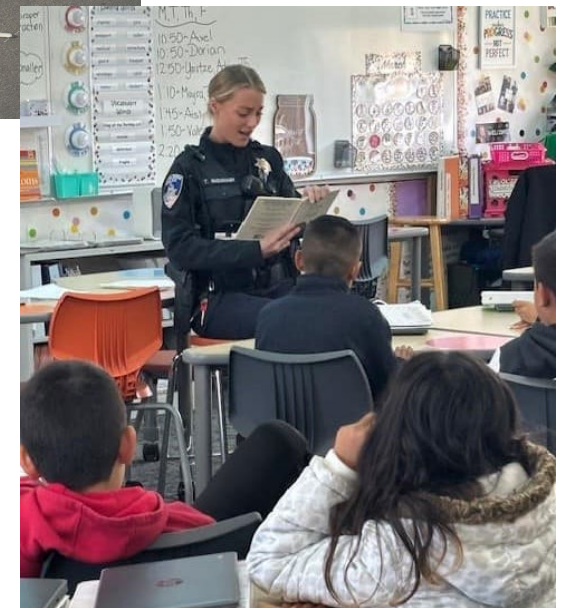


# Police: Operational Highlights

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## Operational Objectives:

- Violence Reduction
- Traffic Enforcement and Safety
- Quality of Life and Property Crimes
- Community Engagement Efforts



# Police: Operational Highlights

<b>Average Response Time</b>		<b>234,684 Total Calls Processed in 2023</b>	
PRIORITY ONE CALLS	<b>00:06:57</b> MINUTES	<b>72,301</b> 9-1-1 CALLS RECEIVED	<b>51,755</b> OFFICER-INITIATED EVENT
PRIORITY TWO CALLS	<b>00:11:57</b> MINUTES	<b>72,096</b> NON-EMERGENCY CALLS RECEIVED	<b>51,814</b> TIMES AN OFFICER RESPONDED TO A CALL FOR SERVICE
PRIORITY THREE CALLS	<b>00:25:36</b> MINUTES	<b>5,278</b> INRESPONSE CALLS RECEIVED	<b>77,767</b> ADMINISTRATIVE AND OUTBOUND CALLS

# Police: Operational Highlights

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- **17% Decrease in homicides**
  - 12 homicides in 2022
  - 10 homicides in 2023
- **14% Decrease in “shooting” calls for service**
  - 420 “shooting” calls for service received in 2022
  - 361 “shooting” calls for service received in 2023
- **2% Increase in Gun Seizures**
  - 251 Guns seized in 2022
  - 255 Guns seized in 2023
- **75% Decrease in Fatal Vehicle Collisions**
  - 8 Fatal Collisions in 2022
  - 2 Fatal Collisions in 2023
- **89% Decrease in Sideshow Activity**
  - 107 days in 2021
  - 21 days in 2022
  - 1 day in 2023
- **139% Increase in Traffic Citations Issued**
  - 3,444 citations in 2022
  - 8,228 citations in 2023
- **60% Increase in Traffic Stops**
  - 13,955 traffic stops in 2022
  - 22,292 traffic stops in 2023

# Police: Operational Highlights

## Seized Contraband in 2022

- 38.5 pounds of Methamphetamine
- 7 pounds of Cocaine
- 8,200 Fentanyl pills
- 4 pounds of Fentanyl powder
- 14.5 pounds of Psilocybin Mushrooms



## Seized Contraband in 2023

- 56 pounds of Methamphetamine
- 10 pounds of Cocaine
- 2,300 Fentanyl pills
- 7 ounces of Fentanyl powder
- 12 pounds of Psilocybin Mushrooms
- 9 ounces of LSD
- 2 pounds of Ketamine



# Police: Accomplishments

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- Held more than 60 community engagement events
- Installed license plate reader (ALPR) cameras with funding from BSCC Retail Theft grant and SONCATT
- Expanded Downtown Enforcement Team to 8 officers providing 7 day a week coverage
- Added 2 new Field and Evidence Technician positions
- Added a 6<sup>th</sup> Motorcycle officer to handle traffic complaints and issues throughout the City
- Reduced response time to under 7 minutes for priority one calls
- inRESPONSE Team
  - 4,759 calls handled
  - 3,568 calls diverted from law enforcement
  - 4,418 system navigation services provided
  - Leasing team building and creating public facing lobby





# Police: Accomplishments

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- Purchased Roseland Library for future police substation with public counter and meeting space, and leased temporary Roseland substation
- Obtained \$1,241,193 in Grant Funding in 2023
- Received \$898,000 in Federal Earmark Funding for the Real Time Crime Center
- Dedicated staff to past missing person cases and launched a social media campaign
- Reinstated the Gangs Crime Team
- Launched a new “Know Your Limit” campaign
- Installed new security fence and gate at the Public Safety Building
- Added a 5<sup>th</sup> Property Crimes Detective to deal with property related crimes
- Provided over 25,000 hours of training to staff

# Police: Accomplishments

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## Tremendous Year of Recruitment

- Hired 37 new employees and 3 new interns
- 26 new Police Officers were hired (13 later Police Officers and 13 Police Officer Trainees)
- 11 Civilian Positions were hired
- 3 Student Interns were hired
- Maintaining nearly full staffing in contrast to most police agencies across the state
- Promoted 13 employees

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# Questions?



# **FY 2024-25 Budget Study Session**

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MAY 8, 2024

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Planning & Economic Development

---

Recreation & Parks

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Transportation & Public Works

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Santa Rosa Water

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Capital Improvement Program

# Department Review Schedule

May 8, 2024

# Planning & Economic Development

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PROPOSED BUDGET FY 2024-25

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# PED – by Fund

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<b>Expenditures by Fund</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$17,604,609	\$18,774,483	\$1,169,874	6.6%
Art In-lieu Fund	\$235,800	\$237,300	\$1,500	0.6%
Santa Rosa Tourism BIA Fund	\$500,000	\$500,000	\$0	0.0%
EPA Brownfields Grant	\$865,285	\$0	-\$865,285	n/a
Admin Hearing Fund	\$103,000	\$103,000	\$0	0.0%
<b>Total</b>	<b>\$19,308,694</b>	<b>\$19,614,783</b>	<b>\$306,089</b>	<b>1.6%</b>

# PED – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$5,317,785	\$5,717,318	\$399,533	7.5%
Permit Services	\$1,219,277	\$1,090,086	-\$129,191	-10.6%
Building Plan Review	\$1,709,658	\$1,698,828	-\$10,830	-0.6%
Building Inspection	\$1,017,448	\$1,135,746	\$118,298	11.6%
Planning Development Review	\$1,591,115	\$1,554,307	-\$36,808	-2.3%
Advance Planning	\$562,357	\$760,867	\$198,510	35.3%
Engineering	\$3,548,337	\$3,503,168	-\$45,169	-1.3%
Economic Development	\$902,996	\$803,882	-\$99,114	-11.0%
Code Enforcement	\$1,333,792	\$2,120,805	\$787,013	59.0%
Neighborhood Revitalization Progra	\$188,630	\$201,315	\$12,685	6.7%
CIP and O&M Projects	\$1,917,299	\$1,028,461	-\$888,838	-46.4%
<b>Total</b>	<b>\$19,308,694</b>	<b>\$19,614,783</b>	<b>\$306,089</b>	<b>1.6%</b>



# PED: General Fund Changes

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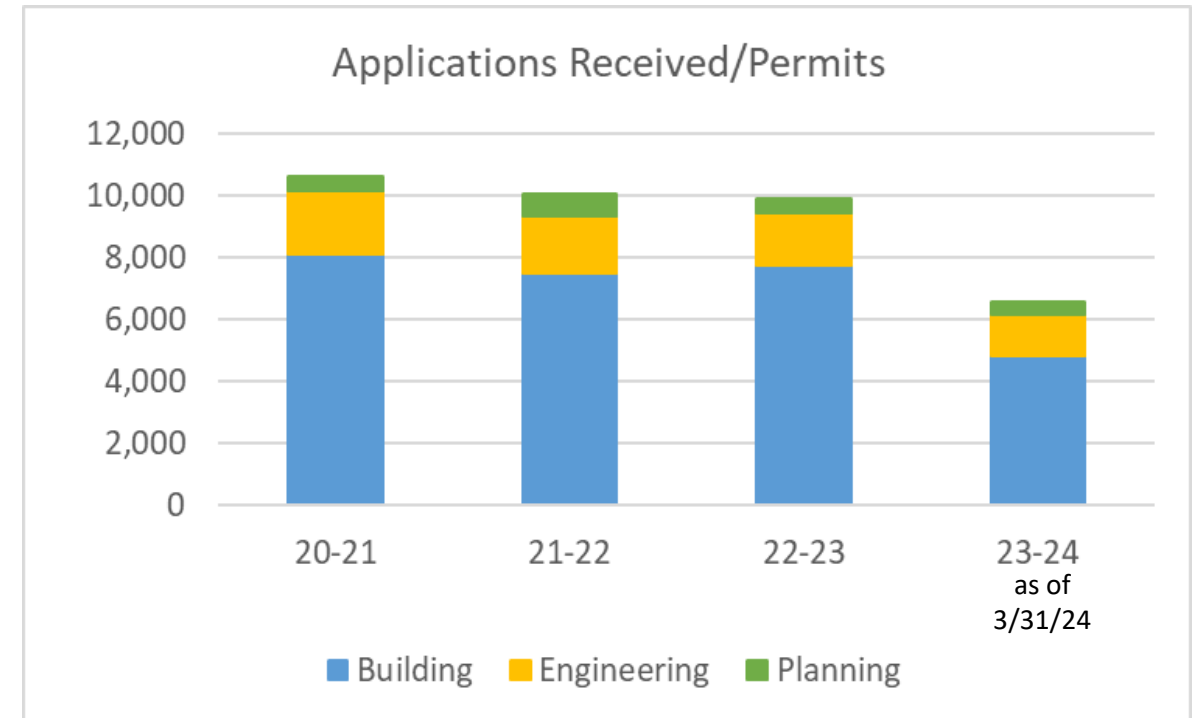
- Santa Rosa Metro Chamber contract not budgeted in FY 24/25
- 1.0 Admin Analyst added in place of 1.0 Admin Secretary
- 2.0 Limited Term Sr. Administrative Assistants, funded by PG&E funds
- 1.0 Admin Analyst added to Economic Development, partially funded by SRTBIA special revenue
- Removed 3.0 Limited Term Senior Planner and 1.0 Admin Secretary - \$690K
- Year-over-year changes include Graffiti Abatement and Vacant Lot staffing, including 3.0 FTE Limited Term Technicians, 1.0 FTE Code Enforcement Officer, and 0.50 Limited Term Community Outreach Specialist.

# PED: Operational Highlights

## Development Services

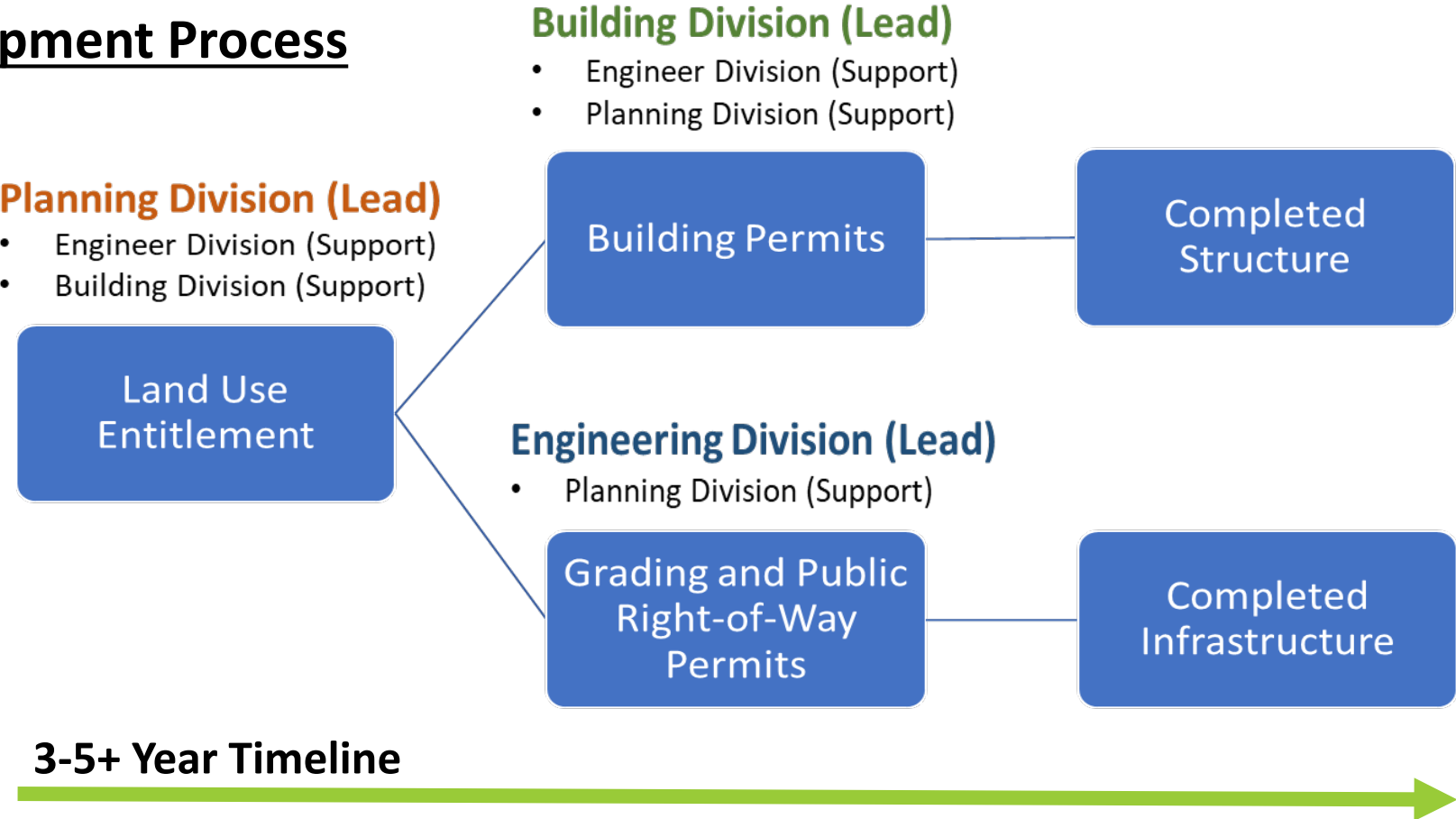
Intake, process, review,  
and inspection of private  
development proposal

- Services provided within the Engineering, Building and Planning Divisions
- Generates revenue through fees
- Provides direct service to community
- Requires 65% of the staffing capacity to address average permit totals



# PED: Operational Highlights

## Development Process



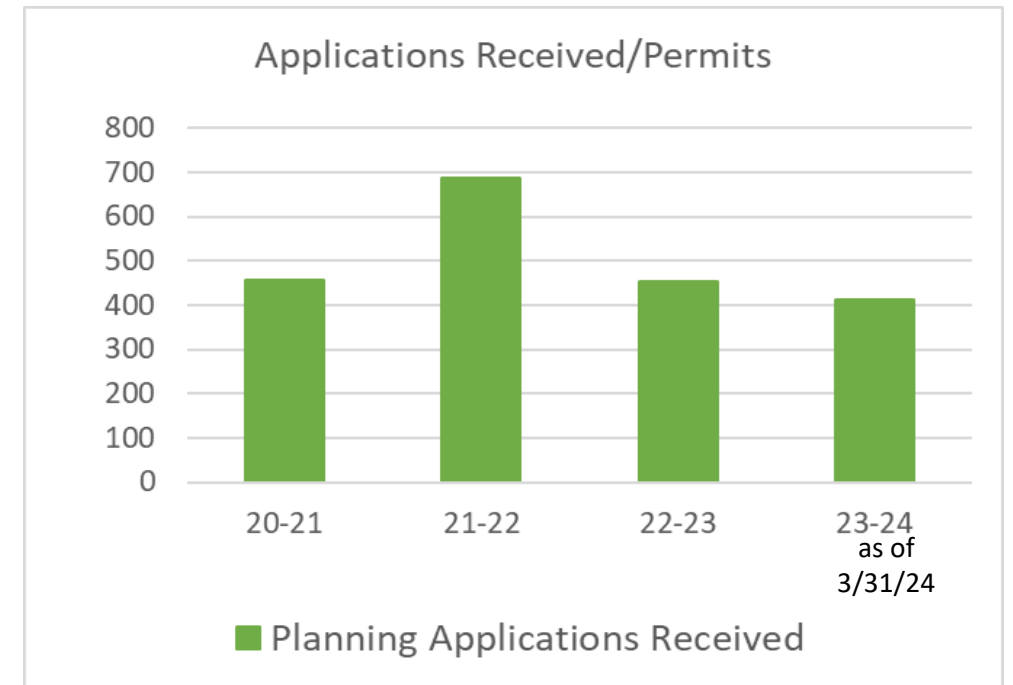
# PED: Operational Highlights

## Development Services - Planning

- Process new entitlement applications and review for CEQA compliance
- Staff the PC, DRB, CHB, ZA and WAC
- Provide information to the public regarding City policies, land use and zoning
- Environmental coordinator support to all City departments
- Tribal liaison support to all City departments

## Funding and Staffing

- 10% of total PED staffing
- Predominately supported by service fees



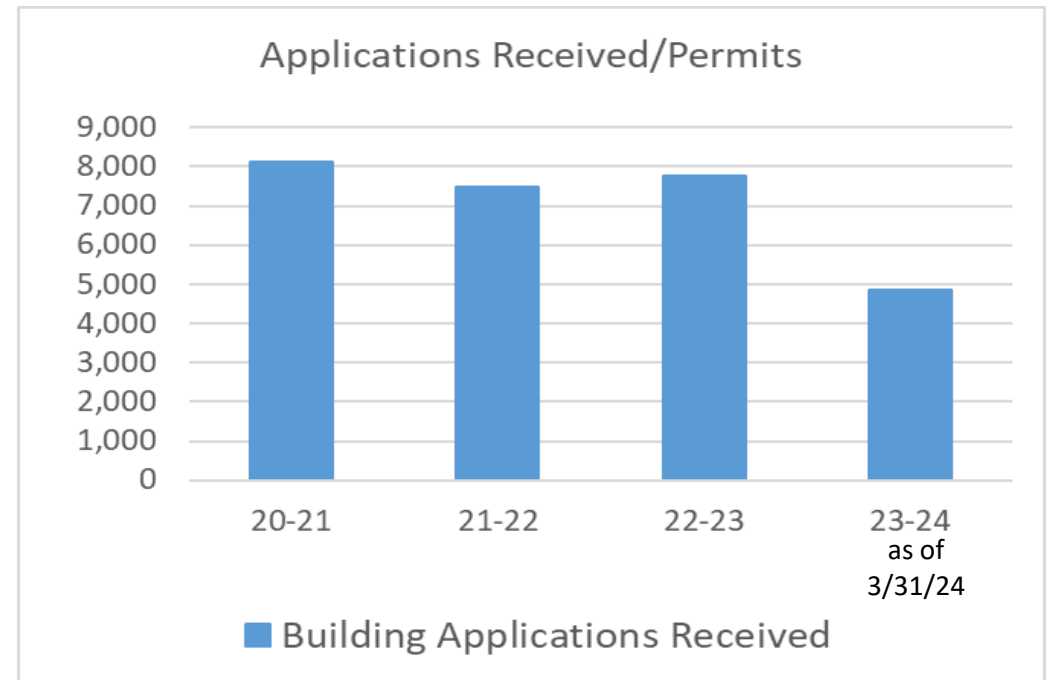
# PED: Operational Highlights

## Development Services - Building

- Review, approve, and inspect all private property improvements requiring building permits
- In-person and virtual counter service management
- Policy development aligning with core responsibilities

## Funding and Staffing

- 24% of total PED staffing
- Predominately supported by service fees



# PED: Operational Highlights

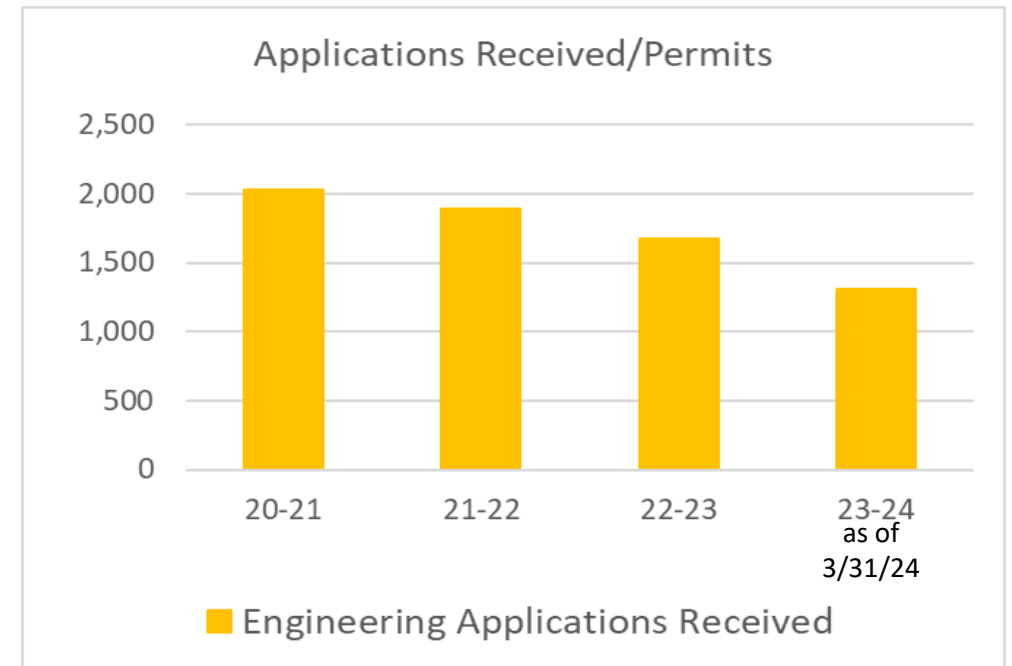
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## Development Services - Engineering

- Review and approve all additions and modifications to all public infrastructure – private development
- Encroachment permit process
- Policy development
- Manages department-wide technology strategies

## Funding and Staffing

- 19% of total PED staffing
- Predominately supported by service fees
- Technology surcharge provides staffing, software and equipment support



# PED: Operational Highlights

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## Advance Planning

- Development and implementation of long-range policies, initiatives and regulations
  - General Plan
  - Specific Plans
  - Housing Element
  - Zoning Code
  - State mandated annual housing reports
- Monitor and develop implementation related to annual state legislation

## Funding and Staffing

- 5% of total PED staffing
- Predominately General Fund support
- Advance Planning fees; Grants

# PED: Operational Highlights

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## **Economic Development**

Development and Implementation of Economic Development Strategic Plan

- Large Business attraction and retention
- Small Business support program

Management of Public Art, Culture, and Special Event Program

Develop and implement community investment strategies

## **Funding and Staffing**

- 4% of total staffing
- 65% General Fund and 35% Santa Rosa Tourism and Business Improvement Area (SRTBIA) Funding
- Special Project Funding, such as American Rescue Plan Act



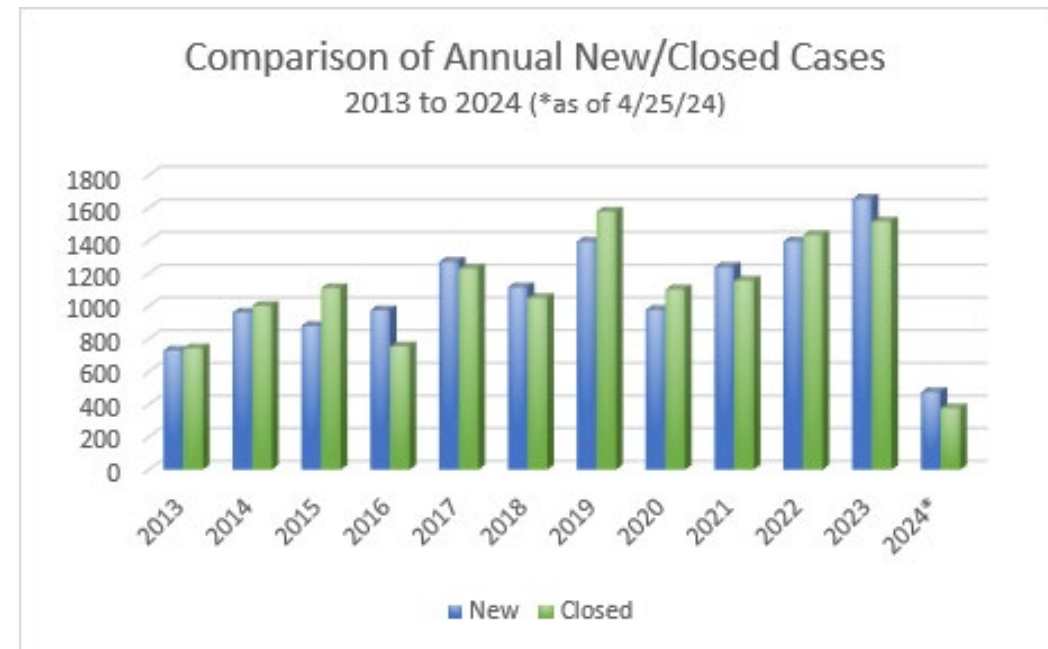
# PED: Operational Highlights

## Code Enforcement

- Ensures compliance with City Building and Zoning Codes on private property by addressing general health, life, and safety issues
- Policy development
- Multidisciplinary Program Support and Coordination
  - Neighborhood Revitalization Program
  - Homeless Services Program
  - Graffiti Abatement Program
  - Vacant Lot Program

## Funding and Staffing

- 16% of total staffing
- Predominately General Fund
- Admin Hearing Fees offset direct costs associated with processing code enforcement cases and any associated abatement needs



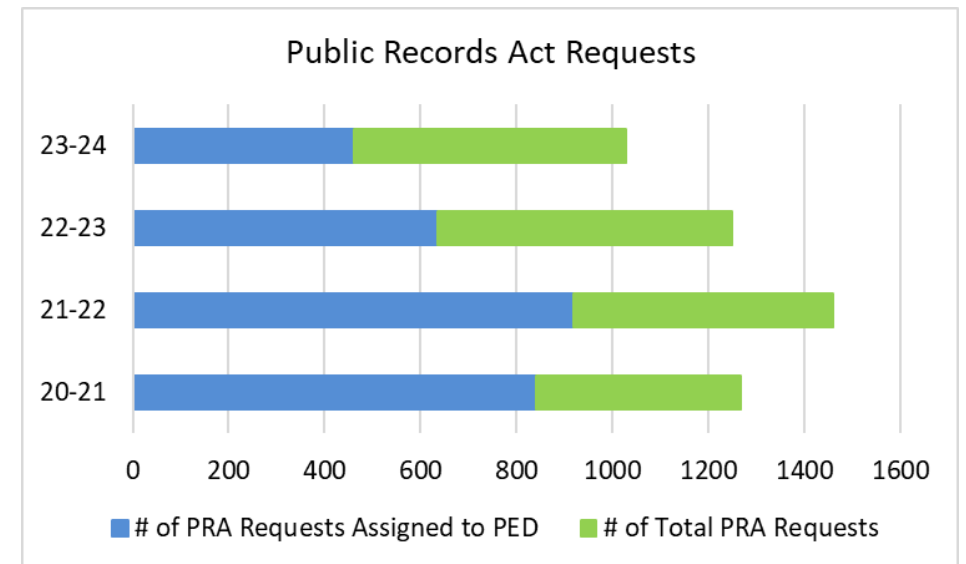
# PED: Operational Highlights

## Administration

- Provides support for department-wide and division-specific needs and special projects
  - Budget and Personnel
  - Supports 11 Boards and Commissions
  - Technology/Website
  - Records Management
  - Public Records Act Requests
  - Graffiti Abatement Program

## Funding and Staffing

- 22% of total staffing
- Predominately General Fund, minor reimbursement from fees



# PED: Accomplishments

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## **Significant progress towards housing production:**

- Completed 798 housing units in 2023
- Issued building permits for 1,711 housing units in 2023; including 392 affordable units
- Granted land use approvals for 1,169 housing units, including 80 affordable units
- Supporting inspections for 2,147 units under construction
- Supporting 871 units in plan review or pending permit issuance

## **Customer Service Enhancements:**

- Live phones: Received 3,934 calls since Jan 1, 2024; average queue time: 36 seconds
- Customer Satisfaction Survey: All 5-star reviews during operation period (Jan 2024)
- Website – working with CIRO to update and enhance user experience

# PED: Accomplishments

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- Completed ordinance associated with the maintenance of vacant lots, containing vacant or abandoned structures
- Development of a 5-year strategic plan for economic development goals and strategies
- Awarded a \$1.2 million grant from MTC/ABAG to develop the South Santa Rosa Specific Plan
- Awarded the Pro-Housing Designation from the State (among the highest ranked jurisdictions)

# Recreation & Parks

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PROPOSED BUDGET FY 2024-25

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# Rec & Parks – by Fund

<b>Expenditures by Fund (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$17,956,694	\$18,292,703	\$336,009	1.9%
Public Safety & Prevention Tax - VPP	\$2,581,463	\$2,536,850	-\$44,613	-1.7%
Change For Kids Fund	\$246,522	\$249,374	\$2,852	1.2%
Expendable Fund-No Interest Allocation	\$100,000	\$0	-\$100,000	-100.0%
Measure M Parks	\$2,767,980	\$2,062,739	-\$705,241	-25.5%
Special Assessment Tax District	\$134,809	\$123,168	-\$11,641	-8.6%
Bennett Valley Golf Course Ops	\$272,075	\$410,879	\$138,804	51.0%
Taxable Golf Bond Debt Service	\$130,747	\$130,987	\$240	0.2%
Tax-exempt Golf Bond Debt Service	\$267,166	\$263,744	-\$3,422	-1.3%
Railroad Square Maintenance Fund	\$9,250	\$9,250	\$0	0.0%
Capital Improvement Fund	\$8,613,239	\$6,400,936	-\$2,212,303	-25.7%
<b>Total</b>	<b>\$33,079,945</b>	<b>\$30,480,630</b>	<b>-\$2,599,315</b>	<b>-7.9%</b>

# Rec & Parks – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$2,931,341	\$3,611,305	\$679,964	23.2%
Fee-Based Recreation	\$1,492,856	\$1,705,954	\$213,098	14.3%
Parks and Landscape Maintenance	\$7,529,828	\$7,036,880	-\$492,948	n/a
Aquatics	\$2,042,511	\$2,048,776	\$6,265	0.3%
Neighborhood Services	\$3,487,680	\$3,175,647	-\$312,033	-8.9%
Gang Intervention/Prevention	\$0	\$314,858	\$314,858	n/a
Community Centers	\$1,939,476	\$1,781,627	-\$157,849	-8.1%
Regional Parks	\$312,039	\$132,418	-\$179,621	n/a
Regional Parks & Permits	\$1,045,987	\$1,088,880	\$42,893	4.1%
Bennett Valley Golf Course	\$669,988	\$805,610	\$135,622	n/a
CIP and O&M Projects	\$11,628,239	\$8,778,675	-\$2,849,564	-24.5%
<b>Total</b>	<b>\$33,079,945</b>	<b>\$30,480,630</b>	<b>-\$2,599,315</b>	<b>-7.9%</b>

# Rec & Parks: General Fund Changes

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- Addition of 1.0 FTE Community Outreach Specialist, funded by Neighborhood Services
- Addition of 1.0 FTE Limited Term Assistant Parks Planner, funded by Measure M and Park Development Funds.
- Increased 0.6 FTE Recreation Coordinator by 0.15 FTE – funded by Measure M
- Uncontrollable increases in various outside services, namely landscaping contract (\$75K) and merchant banking fees (\$20K).
- Reorganization moved staff from Parks to Admin



# Rec & Parks: Operational Highlights

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## Recreation

- Provide opportunities for over 500,000 recreation participants in community centers, pools, parks and sports fields.
- Offer over 1,500 educational and recreational programs taught by city staff and contracted instructors.
- Build community through events such as Howarth Park Movie Nights, Handmade Crafts Fair, Senior Expo, Kids to Parks Day, Fairytale Ball, Floating Pumpkin Patch, etc.

# Rec & Parks: Operational Highlights

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## **Violence Prevention Program (VPP)**

- Collaborates with over 50 agencies.
- Facilitates the VPP Policy and Operational Teams
- Oversees the CHOICE Grant Program
- Oversees the Guiding People Successfully (GPS) Referral Program
- Provides educational opportunities for parents and other community members
- Conducts outreach to at-risk, high-risk, gang impacted and gang-intentional youth and young adults

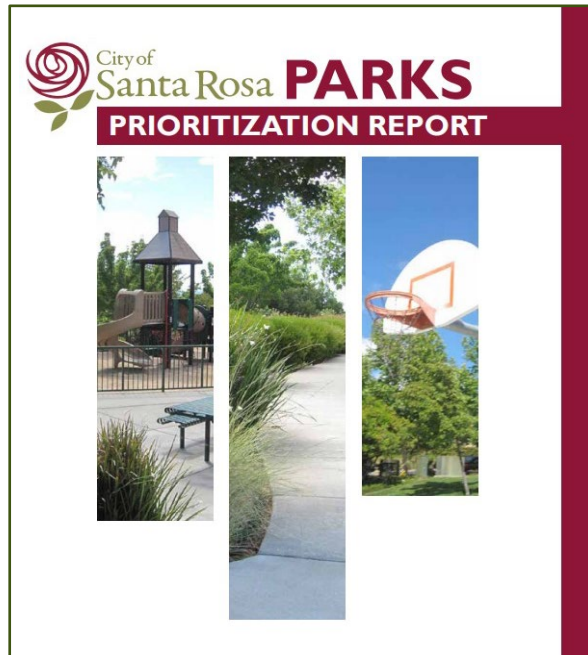
# Rec & Parks: Operational Highlights



## Neighborhood Service (NS)

- Provides approximately 750,000 units of service of primary prevention for youth.
- After School Programs, Break Camps, Sports and Extra Curricular Activities, Field Trips, Special Events.
- Collaborates with Burbank Housing, local school districts, Junior Warriors, Junior Giants and NFL Flag organizations.
- Participates in the Recreation and Parks Work Experience Program providing participants a pathway to employment.

# Rec & Parks: Operational Highlights



## Park Planning

- Manage the planning, design and construction of capital park and recreation parks and facilities
  - Currently over 18 projects in planning, design or construction
  - 30 additional projects planned in the next 10 + years as funding is available
- Community outreach for parks capital improvement program, and specific park projects
- Manage the Parks Capital Assets via GIS
- Create new policies and collaborate in the development of the City's General Plan, Specific Plans and similar planning initiatives

# Rec & Parks: Operational Highlights

## Construction projects initiated in 2023/24

- Finley Aquatic Center Sprayground and Renovation project

## Construction projects planned to begin in 2024/25

- Luther Burbank Home and Garden Reroofing
- Howarth / Galvin Park court renovations
- Kawana Springs Community Garden
- Dutch Flohr Neighborhood Park renovation
- South Davis Neighborhood Park renovation



# Rec & Parks: Operational Highlights

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## Park Maintenance

- Playground Safety Inspections
- Sport Fields and Courts Maintenance
- Emergency Tree Response
- Removal of Debris in Parks
- Weed Control & Parks Maintenance
- Volunteer Program Maintenance

# Rec & Parks: Operational Highlights - Landscape Contract

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- **2008:** City staff performs parks maintenance, roadside and civic sites landscaping and tree work
- **2009:** City moved to hybrid model of staff & contracted services
- **2019:** Landscape Contract: mowing services, no pesticides
- **2023:** \$1.15M one-time funds for weed control of roadway and civic sites landscapes; will be expended by November 2024
- **2024:** Current Landscape Contract Invitation to Bid includes:
  - Mowing
  - Roadway Landscape and City Building Landscapes
  - Tax District Roadway Landscape
- Parks Maintenance staff continue to provide all landscape maintenance at all parks except mowing

# Rec & Parks

## Accomplishments: Recreation

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- For the third year in a row, revenue is anticipated to increase from previous year and exceed the Department's revenue goal.
- Participation in aquatics programs remains at 99.2% from FY 22/23 despite Finley Pool being closed since November for construction.
- Participation in senior programs is up 51.7% from FY 22/23.
- Utilizing Measure M "Parks for All" sales tax to start Camp Wa-Tots. This program expands traditional day camp opportunities to younger children ages 4-5. All 6 weeks of camp are full serving a total of 180 participants.



# Rec & Parks

## Accomplishments: VPP and NS

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- The Violence Prevention Partnership (VPP) moved into the Steele Lane Community Center and is now co-located with Neighborhood Services (NS).
- VPP began developing and implementing its intervention programs including crisis intervention, Choice Grant, and community outreach and education events
- NS established a transformative Partnership with Santa Rosa City Schools that will **expand** summer camp opportunities, increasing equity and access to constructive activities for youth.
- NS successfully relaunched the Junior Giants program, benefiting 295 youth and involving the dedication of 80 volunteers.
- VPP and NS engaged with the community by participating in over 80 outreach events, offering valuable resources, and education, reaching over 5,000 community members.

# Rec & Parks Accomplishments: Parks Planning



- 18 + active projects aligning with Council Goals
- **Quadrant 1:** Finley Aquatic Center; project to be complete June 2024
- **Quadrant 2:** South Davis Park; Master Plan, CEQA, & 90% construction plans are complete and expect to bid for construction Fall 2024
- **Quadrant 3:** Fremont Park; Complete Historical evaluation, presentation to CHB in April 2024, and final design in late Summer 2024, with future construction in 2025
- **Quadrant 4:** Galvin and Howarth Parks Tennis and Pickleball Courts; Design project bid and awarded. Design to be presented at BOCS in April 2024. Construction planned Fall 2024 or Spring 2025

# Rec & Parks Accomplishments: Parks Maintenance

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## Alignment with Council Goals

- #2 Reduce homelessness and its impacts
  - #3 Ensure healthy and safe community for all
  - #5 Build and maintain infrastructure
  - #7 Address climate change
- Integrated Pest Management Policy in conjunction with Water and Fire Departments
  - Citywide Landscape Contract Invitation for Bid
  - Volunteer events
    - Approximately 100 trees planted, 240 ongoing volunteers and 700 one-time volunteers contributing over 8,000 hours
  - Implemented a 7-day/week staffing model
  - Created Measure M seasonal staffing model

# Rec & Parks: Bennett Valley Golf Course Fund Summary



	FY 2024-25 Proposed Budget
Revenue	\$305,610
Transfers In	500,000
<b>Total</b>	<b>\$805,610</b>
O&M Expenditures	\$410,879
Transfers Out	394,731
<b>Total</b>	<b>\$850,610</b>
<b>Use of Reserves</b>	<b>\$0</b>

# BVGC: Proposed Budget Details

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- **Revenue:** \$305,610 includes
  - Golf Course operator fees as reimbursement: \$118,735
  - Cell Tower: \$71,396
  - Cart lease as reimbursement: \$115,479
- **Transfers In:** \$500,000 from the General Fund
- **O&M Expenditures:** \$410,879
  - PDI Debt Service: \$63,244
  - Operations: \$347,635
- **Transfers Out:** \$394,731 for Bond Debt Service



# BVGC: Projects/Equipment Highlights



- **July 2023:** Repair of Air Conditioning in Restaurant & Banquet
- **August 2023:** Irrigation project - Council approved \$2 million from the General Fund for new water supply and storage for the existing irrigation system.
  - Capital Projects Engineering estimates construction in Spring 2025
- **September 2023:** New carpeting
- **October 2023:** Tee leveling and greens aerator equipt.
- **November 2023:** New Club Car Golf Carts received
- **March 2024:** Two new hybrid greens mowers received

# Transportation & Public Works

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PROPOSED BUDGET FY 2024-25

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# TPW – by Fund

<b>Expenditures by Fund (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$27,007,860	\$26,870,999	-\$136,861	-0.5%
Utilities Administration Fund	\$1,274,342	\$1,324,670	\$50,328	3.9%
Municipal Transit Fund	\$14,861,923	\$15,248,046	\$386,123	2.6%
Paratransit Operations	\$1,711,308	\$1,975,927	\$264,619	15.5%
Storm Water Enterprise Fund	\$614,601	\$630,229	\$15,628	2.5%
Equipment Repair Fund	\$6,395,515	\$6,969,463	\$573,948	9.0%
Equipment Replacement Fund	\$14,222,789	\$14,735,278	\$512,489	3.6%
Capital Improvement Fund	\$25,835,133	\$18,795,284	-\$7,039,849	-27.2%
<b>Total</b>	<b>\$91,923,471</b>	<b>\$86,549,896</b>	<b>-\$5,373,575</b>	<b>-5.8%</b>



# TPW – by Program

<b>Expenditures by Program</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Administration	\$1,622,032	\$1,670,207	\$48,175	3.0%
Transit	\$16,573,231	\$17,223,973	\$650,742	3.9%
Real Estate Services	\$743,400	\$726,448	-\$16,952	-2.3%
Capital Projects Engineering	\$3,384,031	\$3,389,623	\$5,592	0.2%
Facilities	\$5,674,725	\$5,832,445	\$157,720	2.8%
Materials Engineering	\$757,173	\$779,523	\$22,350	3.0%
Zero Waste Operations	\$278,014	\$477,951	\$199,937	71.9%
Traffic	\$1,946,496	\$1,890,211	-\$56,285	-2.9%
Field Services	\$34,510,236	\$35,242,231	\$731,995	2.1%
CIP and O&M Projects	\$26,434,133	\$19,317,284	-\$7,116,849	-26.9%
<b>Total</b>	<b>\$91,923,471</b>	<b>\$86,549,896</b>	<b>-\$5,373,575</b>	<b>-5.8%</b>

# TPW - General Fund Changes

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- Added 1.0 FTE Climate Action Manager to Zero Waste Operations + \$117K
- Decrease of \$65K from street surface repair materials to cover replacement cost and fleet rate increases.
- Increase in E&R Replacement cost of \$173K due to rising costs of vehicles.
- General Fund Administration reduced year-over-year by \$515K as a result of Rec & Parks re-organization, driving overall General Fund decrease.

# TPW: Operational Highlights

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- **Streets**

- Filled 7,425 potholes (29 per working day)
- Removed 4,928 graffiti tags (19 per working day)
- Removed 1,744 cubic yards of debris (7 per working day)
- A football field covered with one foot of debris
- Maintained signs and striping for 515 centerline miles of roadway

- **Electrical:**

- Maintained 16,000+ streetlights and 300+ signals/pedestrian crossing lights

# TPW: Operational Highlights

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- **Materials Lab**

- Conducted 2,415 roadway materials tests for compliance (9 per working day)

- **Facilities**

- Six-person crew maintains 108 City buildings/structures
- Address on-going HVAC issues, resealing roofs, and address aging plumbing

- **Fleet:**

- Completed 2,529 fleet maintenance work orders (10 per working day)

# TPW: Accomplishments

---

- **Capital Projects Engineering:**
  - Fire Station 5 design complete, construction starting in April 2024
  - Hearn Community Hub - Phase 1 Design Builder procurement started Feb 2024
  - Coffey Park and Fountaingrove Neighborhood Disaster Recovery Construction started January 2, 2024
  - Three additional fire recovery projects completed in FY23-24
  - Laguna Treatment Plant Chillers and Climate Control Upgrades
  - Emergency Well Pump Station at A Place to Play
  - East Haven Dr. Sewer and Water Improvements – Eleanor Ave to E Foothill Dr.
  - Sonoma Avenue Pavement Rehabilitation Project – E St. to Bobelaine Dr.
  - Partnered with SCTA to begin construction on the Hearn Interchange

# TPW: Accomplishments

---

- **Electrical:**

- Replaced 41 streetlight and signal knockdowns
- Completed conversion from high pressure sodium streetlights to LED

- **Traffic:**

- Added ½ mile cycle track & 1-mile buffered bike lane
- 3.8 miles of new bike facilities planned with the upcoming slurry project
- Began Active Transportation Plan process

# TPW: Accomplishments

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- **Real Estate Services:**

- Approval to surplus three downtown city-owned properties (Lot 7, Lot 11, and Garage 5) for housing and commercial use
- Awarded \$9.5M in IIGC Housing funds to incentivize housing downtown
- Approval of the Southeast Greenway Acquisition with the State

- **Facilities:**

- Installation of 400-foot accessible paths in Franklin Park
- Construction of 220' metal fencing and gate at Public Safety Building
- Remodeled InResponse building

# TPW: Accomplishments

---

- **Streets:**
  - Provided dashboard to capture metrics for street maintenance operations
- **Fleet:**
  - Designed and built two new Police Responder pick-up trucks
  - Ten electric vehicles and seven hybrid vehicles added to the city fleet
- **Zero Waste Program:**
  - Updated Zero Waste Master Plan



# Transit Enterprise Fund Summary

---

	FY 2024-25 Proposed Budget
Revenue	\$17,193,973
Transfers In	30,000
<b>Total</b>	<b>\$17,223,973</b>
O&M Expenditures	\$17,223,973
Transfers Out	0
<b>Total</b>	<b>0</b>
<b>Use of Reserves</b>	<b>\$0</b>

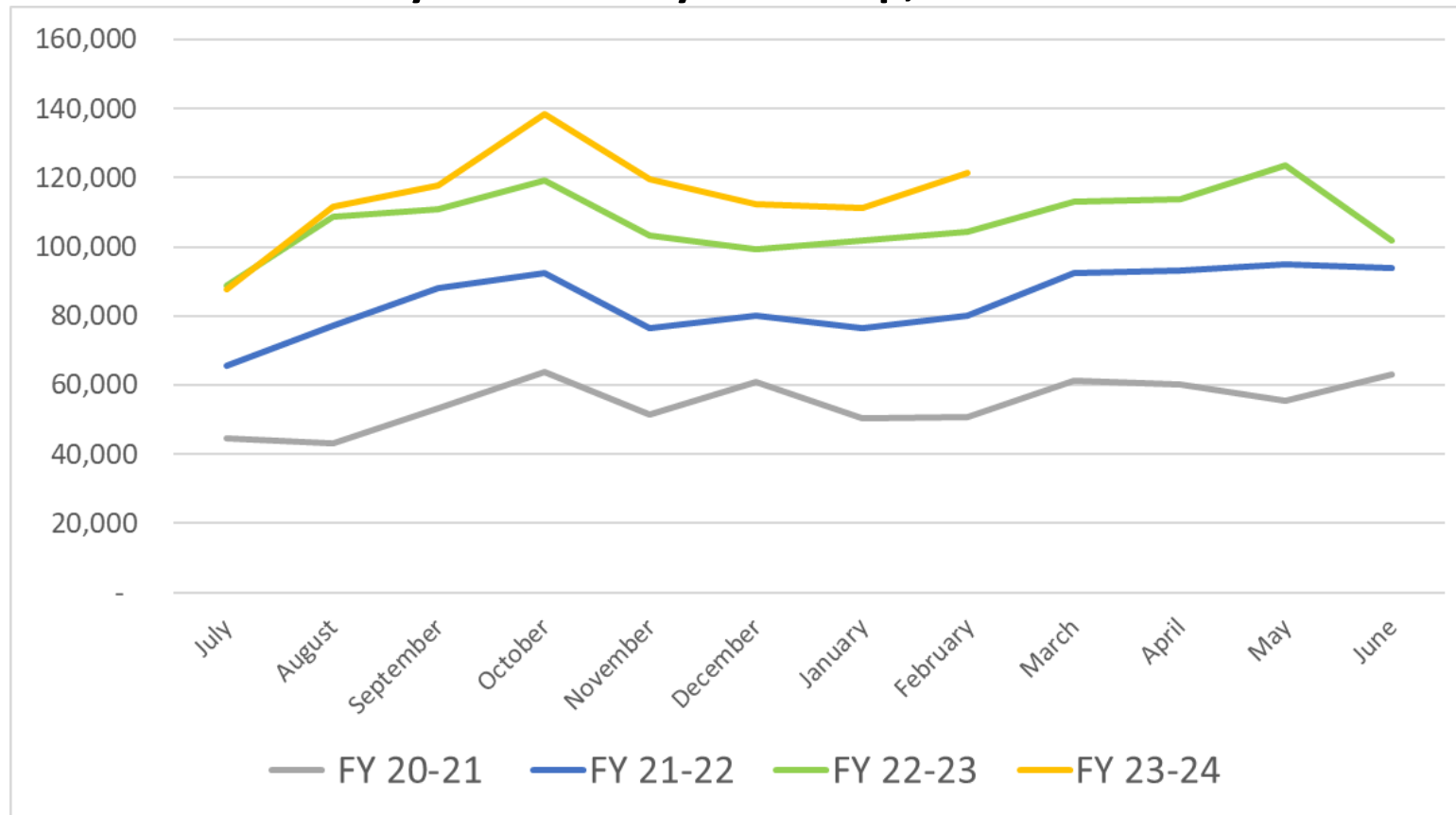
# Transit: Budget Highlights

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- First year without federal COVID relief funding in operating budget (averaged \$2M annually in previous four FYs).
- \$450K increase in transit fleet maintenance.
- \$250K increase in Purchased Transportation contracted services (paratransit and Oakmont).
- \$100K increase in liability insurance costs.
- \$90K increase in Bus Operator overtime due to ongoing staffing shortage.
- \$400K decrease in bus fueling costs (diesel, electricity).

# TPW: Operational Highlights

**CityBus Monthly Ridership, FY 21 - FY 24**



Year	CityBus Ridership
2018-19	1,808,239
2019-20	1,460,691
2020-21	766,920
2021-22	1,028,492
2022-23	1,288,970
2023-24	1,400,000*

\*Projected

# Santa Rosa Water

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PROPOSED BUDGET FY 2024-25

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# Santa Rosa Water – by Fund

<b>Expenditures by Fund (All Funds)</b>	<b>FY 2023-24 Budget</b>	<b>FY 2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund	\$804,466	\$759,849	-\$44,617	-5.5%
Water Funds	\$55,021,529	\$52,195,134	-\$2,826,395	-5.1%
Local Wastewater Funds	\$27,560,198	\$17,103,847	-\$10,456,351	-37.9%
Subregional Wastewater Funds	\$80,743,019	\$85,252,287	\$4,509,268	5.6%
Utilities Administration Fund	\$14,767,099	\$15,383,090	\$615,991	4.2%
Storm Water Funds	\$2,484,340	\$3,209,024	\$724,684	29.2%
Other Funds	\$46,570	\$37,000	-\$9,570	-20.5%
Capital Improvement Fund-Citywide	\$642,488	\$307,634	-\$334,854	-52.1%
<b>Total</b>	<b>\$182,069,709</b>	<b>\$174,247,865</b>	<b>-\$7,821,844</b>	<b>-4.3%</b>

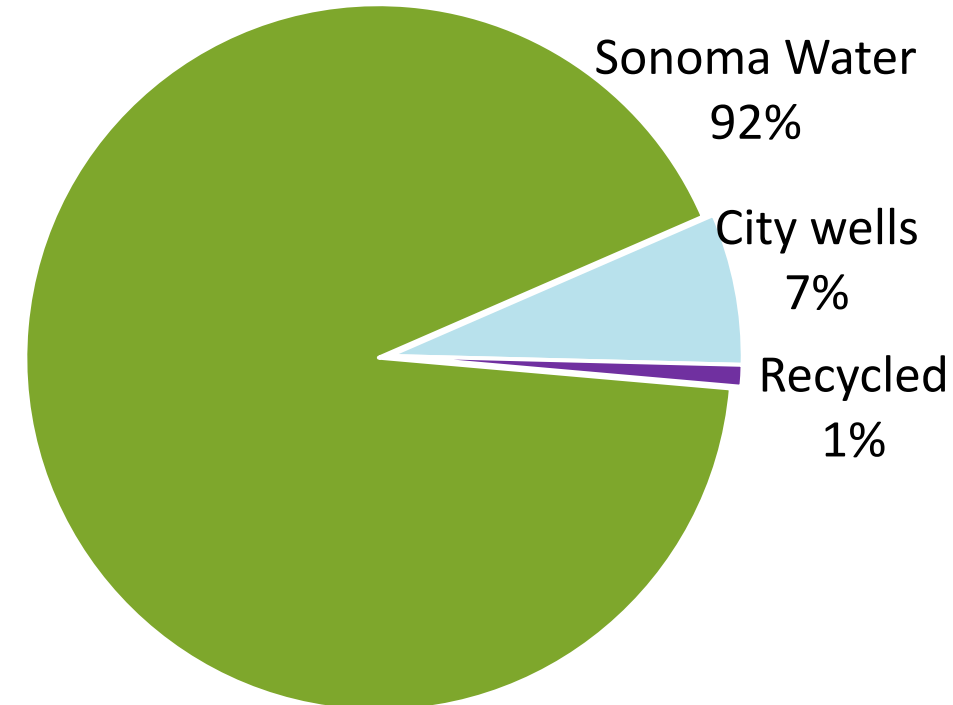
# Santa Rosa Water – by Program

<b>Expenditures by Program (All Funds)</b>	<b>2023-24 Budget</b>	<b>2024-25 Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Administration	\$ 9,663,170	\$ 10,272,482	\$609,312	6.3%
Debt Service	\$ 27,668,524	\$ 27,668,953	\$429	0.0%
Water Resources	\$ 1,253,398	\$ 1,367,561	\$114,163	9.1%
Local Wastewater O&M	\$ 13,871,941	\$ 13,678,847	-\$193,094	-1.4%
Storm Water and Creeks	\$ 2,835,376	\$ 3,205,873	\$370,497	13.1%
Water O&M	\$ 21,637,649	\$ 22,142,984	\$505,335	2.3%
Wastewater Resource Distribution	\$ 8,630,181	\$ 9,686,419	\$1,056,238	12.2%
Wastewater Resource Recovery	\$ 31,726,010	\$ 34,756,040	\$3,030,030	9.6%
Purchase of Water	\$ 17,833,000	\$ 19,724,320	\$1,891,320	10.6%
Engineering Resources	\$ 3,610,531	\$ 3,578,047	-\$32,484	-0.9%
CIP and O&M Projects	\$ 43,339,929	\$ 28,166,339	-\$15,173,590	-35.0%
<b>Total</b>	<b>\$ 182,069,709</b>	<b>\$ 174,247,865</b>	<b>-\$7,821,844</b>	<b>-4.3%</b>

# SR Water: Operational Highlights

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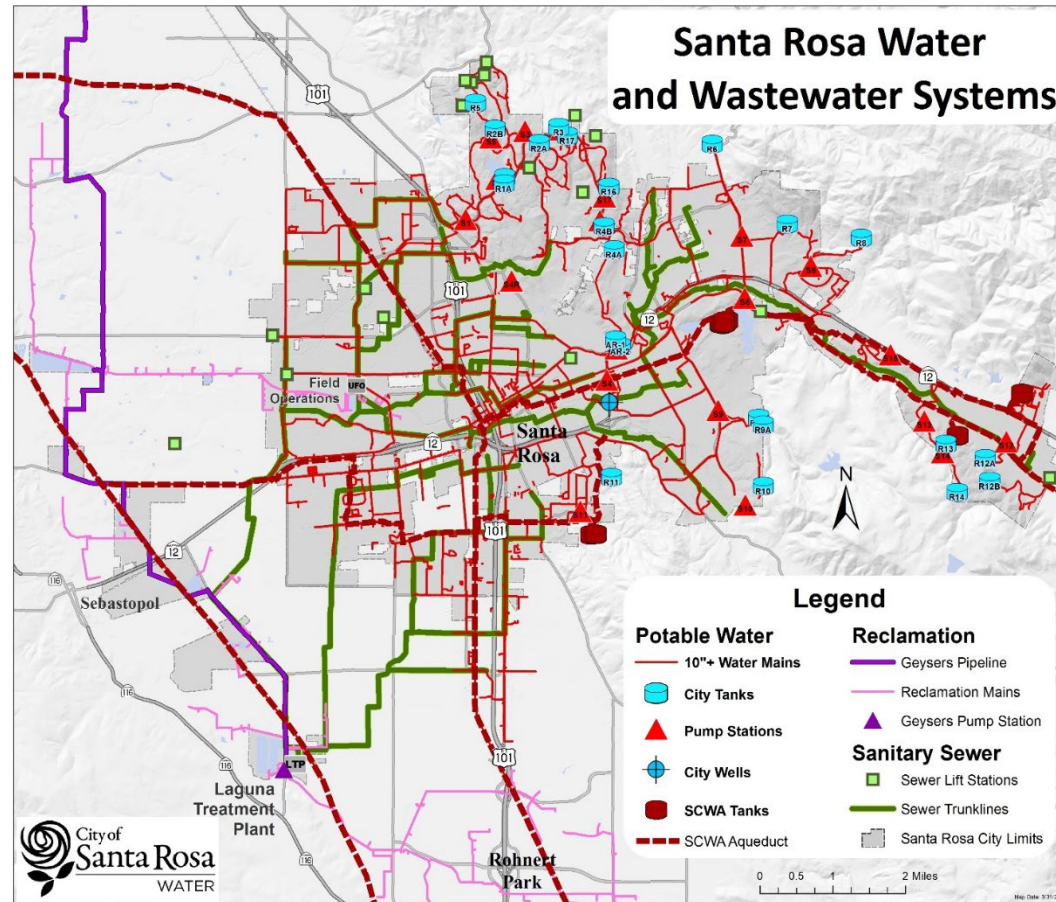
- Provide water and sewer service to 175,000 customers in Santa Rosa
- Deliver 6 billion gallons of water/ year
- Coordination with Sonoma Water and water retailers
- Water Advisory Committee and Technical Advisory Committee
- Produced over 400 million gallons of potable water
- Responded to 1,939 water and wastewater customer service calls, including 445 by after-hours personnel and 633 water quality calls
- No violations in 1,716 bacteriological samples
- Utility Billing Call center & payment processing



# SR Water: Operational Highlights

## WATER

600 miles of pipe  
20 pump stations  
6,300 fire hydrants  
29,000 valves  
53,000 meters  
22 reservoirs



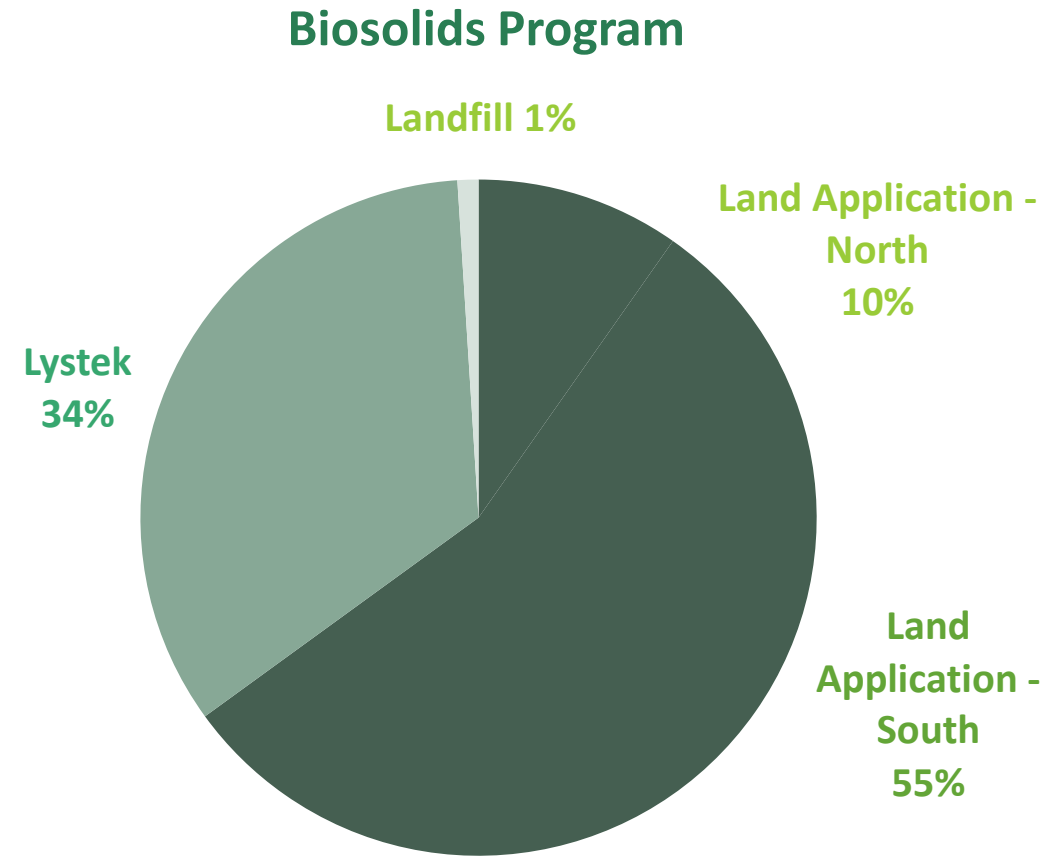
## SEWER

49,000 services  
590 miles of main  
12,000 manholes  
17 lift stations



# SR Water: Operational Highlights

- **Provide regional wastewater treatment for 213,000+ customers**
  - The Laguna Treatment Plant produced 7.2 billion gallons of recycled water, reusing 90.3%
  - Maintained active sewer use permits
  - Daily laboratory analysis
- **Provide development and engineering services**
  - Building permits, meter requests, encroachment permits, water and sewer inspections
  - FY24/25 Water Department CIP and 5-year funding plan



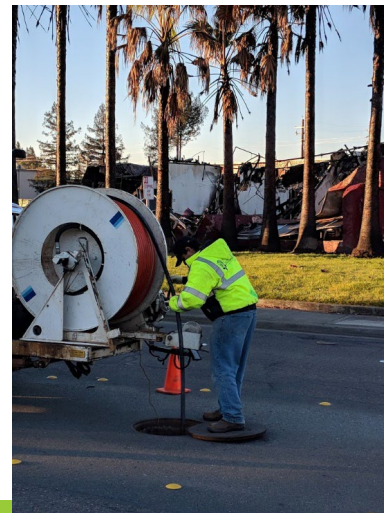
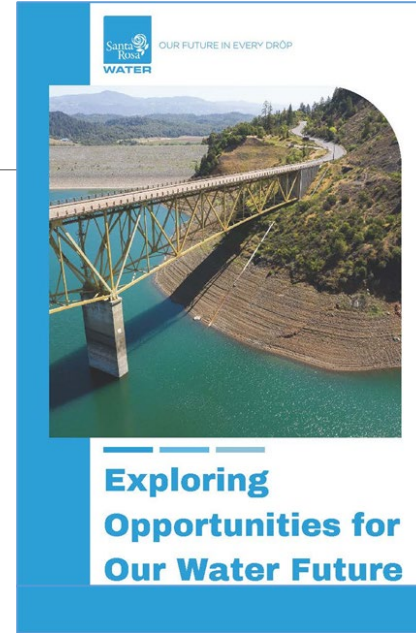
# SR Water: Operational Highlights

- Protect Public Health and the Environment
  - Through the Creek Stewardship Program, removed 906 cubic yards of trash and debris from waterways and the storm drain system, coordinated 259 educational outreach and stewardship activities, and engaged 10,339 residents, including 8,461 youth who volunteered 3,948 service hours
  - Hydration Station and Water Use Efficiency Team attended 33 public events, engaging over 20,000 people
  - Take it from the TAP! Program reached over 3,000 students in schools, after school programs, and summer camps through in person education
- Staffed, prepared and managed 51 public meetings, including Board of Public Utilities (BPU) and BPU subcommittee meetings, Subregional Technical Advisory Committee, and Climate Action Subcommittee
- Provided 4,200 training instances from 4 to 19 topics per employee



# SR Water: Accomplishments

- Beginning:
  - FY 25/26 – FY 29/30 water and sewer rate study
  - City-wide Fleet Electrification Master Plan
  - Investigation of an artificial turf ban
- In Progress:
  - Storm Drain Master Plan
  - Santa Rosa Creek Flood Study
  - Implementation of Cityworks
- Completed Water Supply Alternatives Plan
- Recovered nearly \$3 million on past-due accounts from the State Water Board's Water and Wastewater Arrearage Program



# SR Water: Accomplishments

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- Achieved an outstanding Sanitary Sewer Overflow (SSO) record
- Oversaw replacement of our AMI antenna tower
- \$22 million in construction progress on the UV Disinfection replacement project
- Storm Water and Creeks Team received 3 awards from the CA Stormwater Quality Association
- Participated in the Center for Disease Control program for SARS CoV-2 monitoring in wastewater



# Water Enterprise Fund Summary

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	FY 2024-25 Proposed Budget
Revenue	\$56,323,139
Transfers In	-
<b>Total</b>	<b>\$56,323,139</b>
O&M Expenditures	42,726,429
CIP Expenditures	9,468,705
Transfers Out	3,185,532
<b>Total</b>	<b>\$55,380,666</b>
<b>Surplus</b>	<b>\$942,473</b>

# Local Wastewater Enterprise Fund Summary

	FY 2024-25 Proposed Budget
Revenue	\$80,219,317
Transfers In	-
<b>Total</b>	<b>\$80,219,317</b>
O&M Expenditures	13,793,847
CIP Expenditures	3,310,000
Transfers Out	62,451,765
<b>Total</b>	<b>\$79,555,612</b>
<b>Surplus</b>	<b>\$663,705</b>

# Regional Enterprise Fund Summary

	FY 2024-25 Proposed Budget
Partner Contributions	\$20,068,600
SRW Contributions	60,692,917
Miscellaneous Revenue	5,559,325
<b>Total</b>	<b>\$86,320,842</b>
O&M Expenditures	47,292,459
CIP Expenditures	11,000,000
Debt Service	26,959,828
<b>Total</b>	<b>\$85,252,287</b>
<b>Surplus*</b>	<b>\$1,068,555</b>

\*Additional Operating Reserve Paid by Regional Partners

# Citywide Capital Improvement Program

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PROPOSED BUDGET FY 2024-25

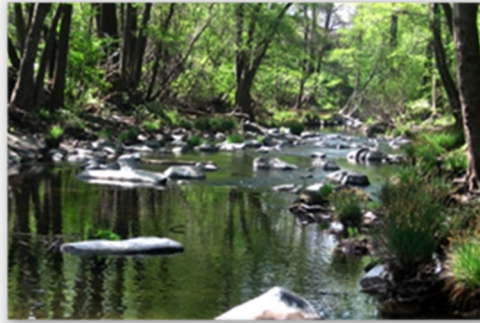
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# Sample of Citywide Assets – Total Value \$5 Billion



620 Miles of Water Mains  
29,437 Water Valves  
21 Reservoirs



339 Miles of Storm Drain  
18,469 City-maintained Structures  
94 Miles of Creeks and Culverts



6,555 Hydrants



597 Miles of Sewer Mains  
12,405 Sewer Manholes  
17 Sewer Lift Stations



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



216 Traffic Signals  
86 Pedestrian Flashers



Miles of Road:  
514 Centerline Miles  
1,137 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 / Active Transportation Plan
- Local Roadway Safety Plans
- 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**

# Project Delivery Plan for FY24-25

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## **Construction Begins:**

- Bennett Valley Golf Course Irrigation Pond
- South Davis Neighborhood Park Play Area Revitalization Project
- Southeast Community Park
- Rock Springs and Matanzas Water Main Replacements
- Carley & Peters Emergency Well Rehabilitation
- Seismic and Water Quality Upgrades - Reservoirs 9A, R16, R17
- Santa Rosa Creek at Fulton Road Lining Repair
- Oakmont Treatment Plant Sewer Main Relocation
- Llano Trunk Rehabilitation (Phase 1)
- Robles Trunk Lining (Phase 1)
- Water Pump Station 9 Electrical Upgrades

## **Construction Begins:**

- B Street Right-Turn Lane at 3<sup>rd</sup> Street
- Stony Point Road / Bellevue Road Traffic Signal
- Hearn Avenue / Burbank Avenue Traffic Signal
- Santa Rosa Ave / Bellevue Road Traffic Signal
- Piner Creek Overcrossing HAWK
- Santa Rosa Creek Trail Phase 3
- Lower Colgan Creek Restoration Phase 3
- Roseland Pavement Maintenance Project
- Sonoma Avenue Rehabilitation (Farmer's to Hahman)
- Transit Mall Reconstruction
- B Street Rehabilitation
- Low Impact Development at MSCN
- Public Safety Building Electrical Equipment
- Garage Hoist Installation

# Status of Other Key Projects

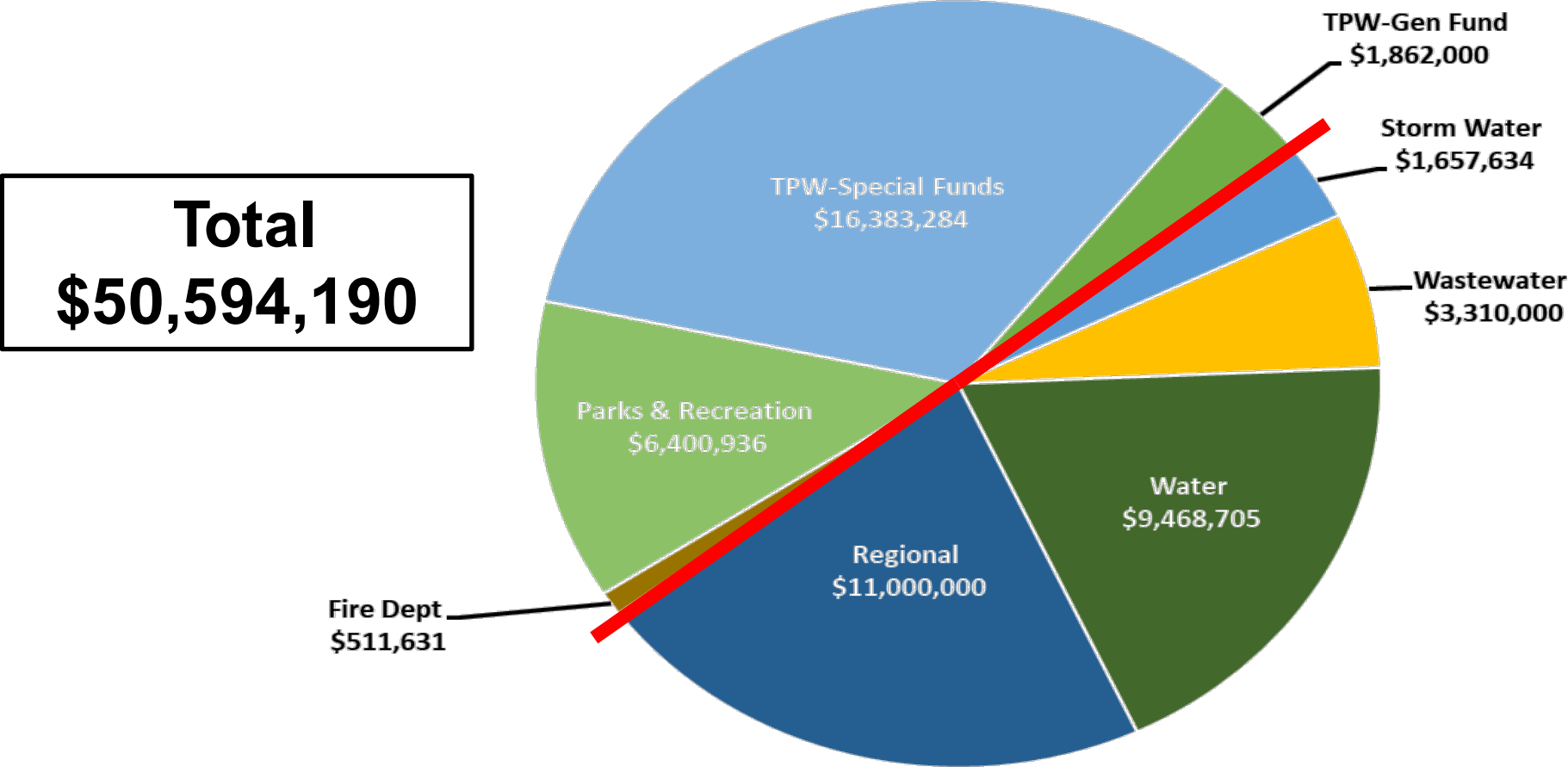
## US-101 Bicycle/Pedestrian O/C

Costs	Amount
Environmental Clearance Planning, Design, ROW Acquisition	\$9.4M
Construction Estimate	\$29.8M
Contingency	\$2.8M
Construction Management/Inspection	\$3.9M
<b>Total</b>	<b>\$45.9M</b>
Funding	Amount
Local Sources	\$16.5M
ATP	\$12.0M
TDA	\$0.6M
SCTA RM3	\$10.6M
OBAG HIP	\$1.3M
<b>Total</b>	<b>\$41.0M</b>

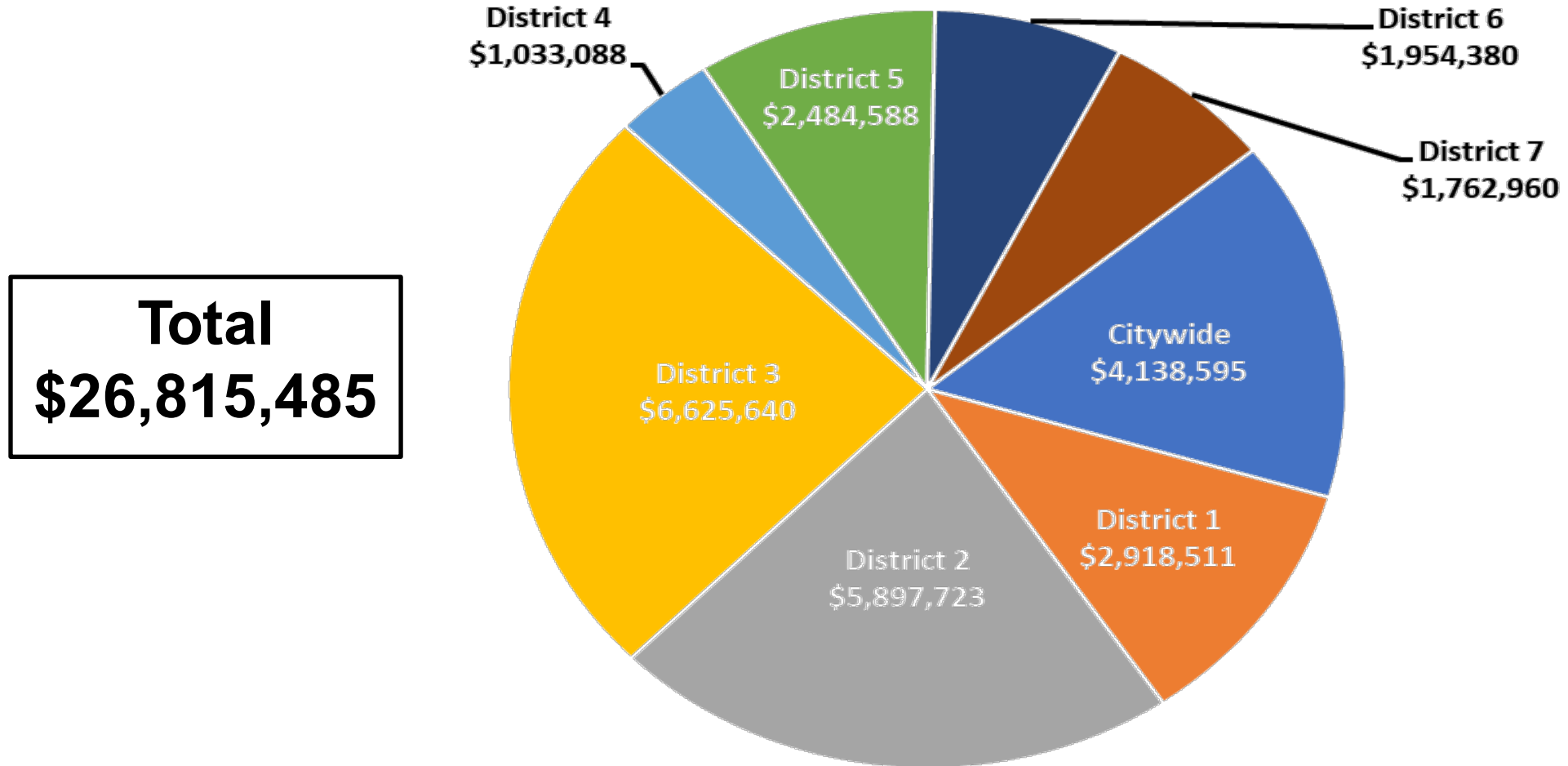
## Hearn Community Hub – Phase 1

Funding	Timing
Issue RFP to Shortlisted Firms	May 14, 2024
RFI Period	August/September
Alternate Tech Concept-Meetings	End of August
Proposal Due	Beginning of October
Selection Committee Interviews	Beginning of October
Award Contract	November 2024

# CIP FY 2024-25 Funding Sources



# TPW, Parks, Fire and General Fund CIP Funding By Council District

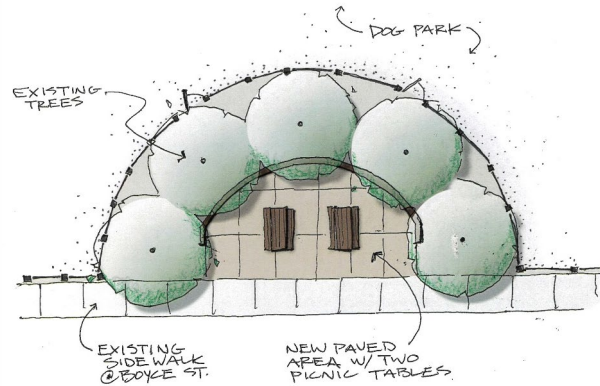


# Fire Department Proposed CIP Budget

<b>Capital Facilities Fees – Fire</b>	<b>Proposed Budget</b>
Fire Training Center Improvements	\$255,815
New Fire Station – Kawana Springs	<u>\$255,816</u>
<b>Total Capital Facilities Fees – Fire Projects</b>	<b>\$511,631</b>

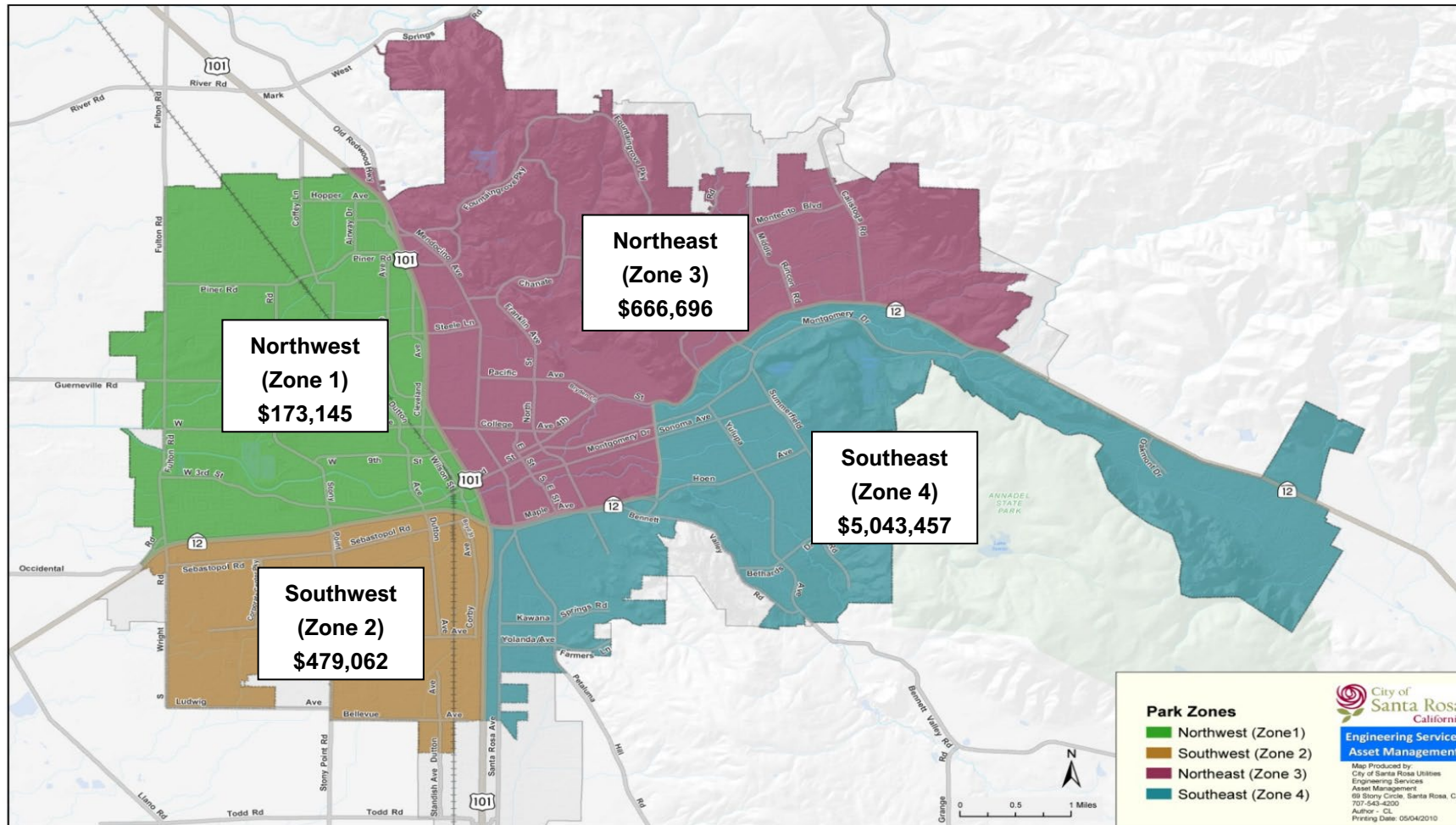


# Recreation and Parks CIP Budget





# Park Development Impact Fee Zones



# Zone 1: Northwest quadrant allocation

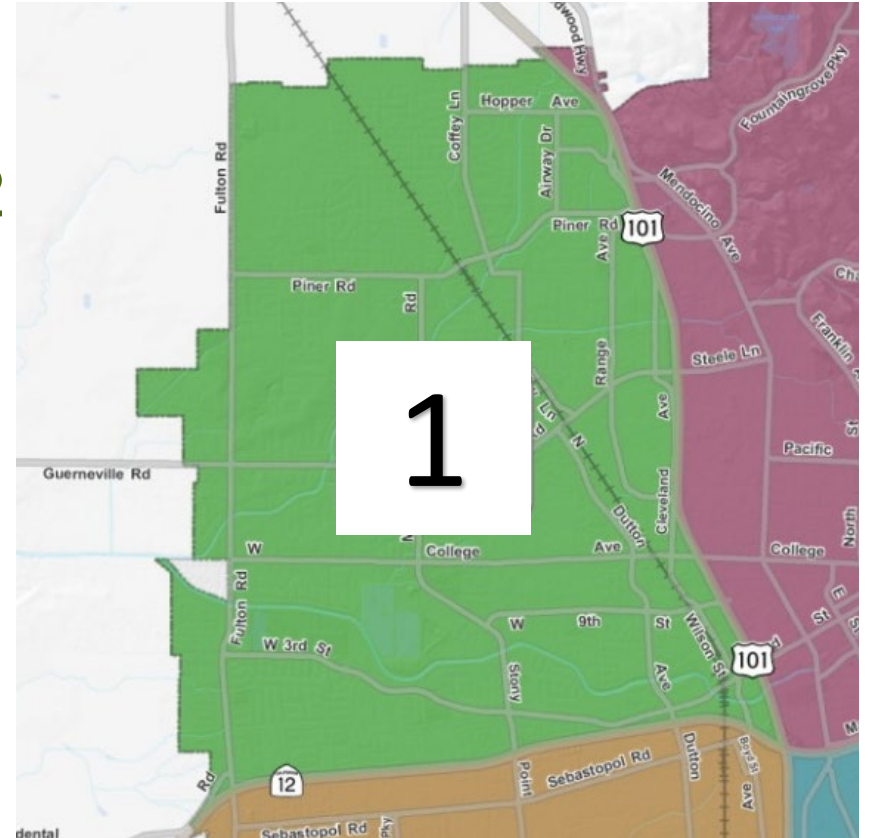
**PDI allocation for FY 24/25: \$173,145**

**Measure M allocation for FY 24/25: \$453,782**

## **A Place to Play Community Park – two multi-purpose sports fields**

- Existing Funds available: \$2,000,000 +/-
- Grant funds (reimbursement): \$1,000,000
- **FY 24/25 PDI allocation: \$173,145**
- **FY 24/25 Measure M allocation: \$453,782**

Estimated available as of July 1, 2024 = \$3,626,927



# Zone 2: Southwest quadrant allocation

**PDI allocation for FY 24/25: \$ 479,062**

## South Davis Neighborhood Park

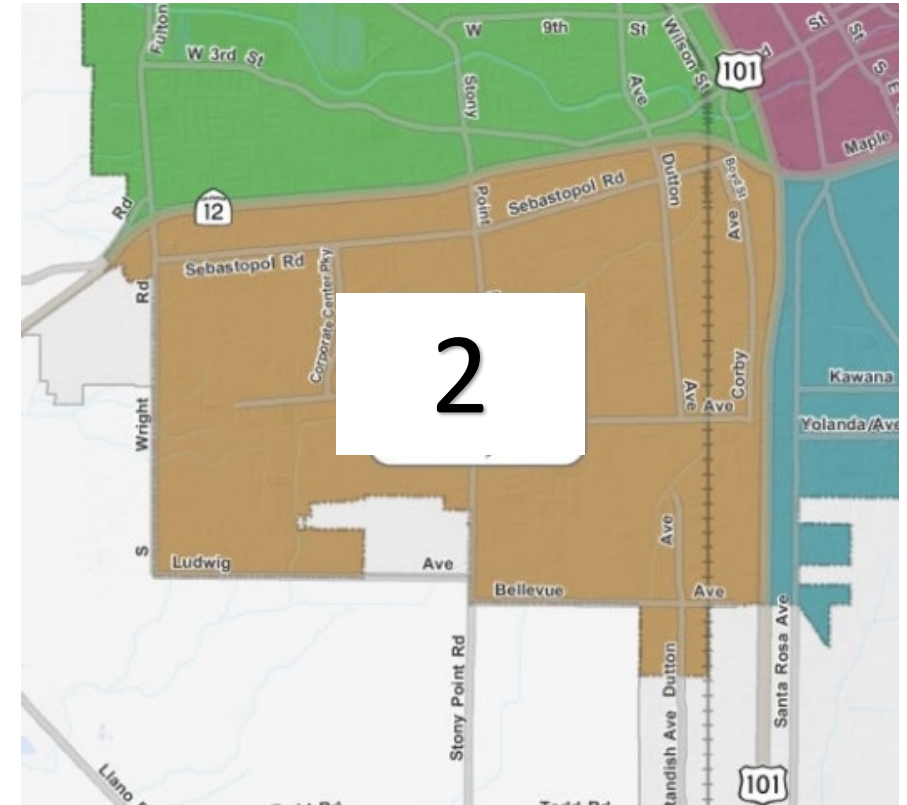
- Currently available: \$1,200,000+/-
- Grant funds (remaining reimbursement): \$245,291
- **FY 24/25 PDI proposed: \$150,000**

Estimated total available as of July 1, 2024 = \$1,595,291

## Lower Colgan Creek Neighborhood Park

- Currently available: \$3,924,000+/-
- Potential grant funds (reimbursement): \$1,500,000
- **FY 24/25 PDI proposed: \$329,062**

Estimated total available as of July 1, 2024 = \$5,753,062



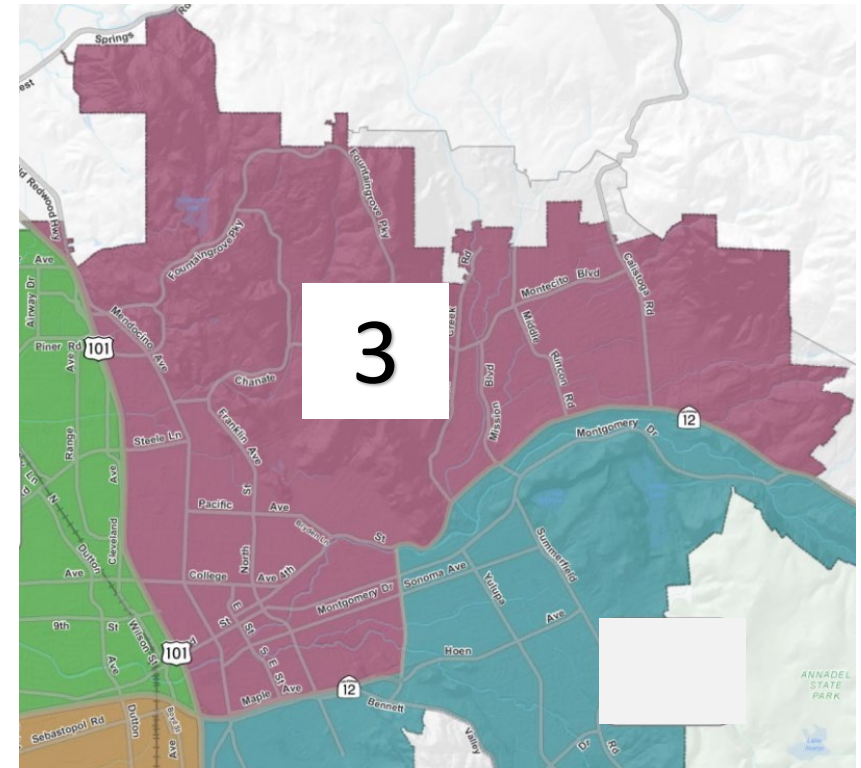
# Zone 3 – Northeast quadrant allocation

**PDI allocation for FY 24/25: \$380,348**

**Doyle Community Park - Master plan and site renovation estimates**

- Current available \$345,000+/-
- Proposed one-time funds \$500,000
- ADA Funds for Doyle \$500,000
- **FY 24/25 PDI allocation: \$380,348**

Project estimated available as of July 1, 2024 = \$1,345,000

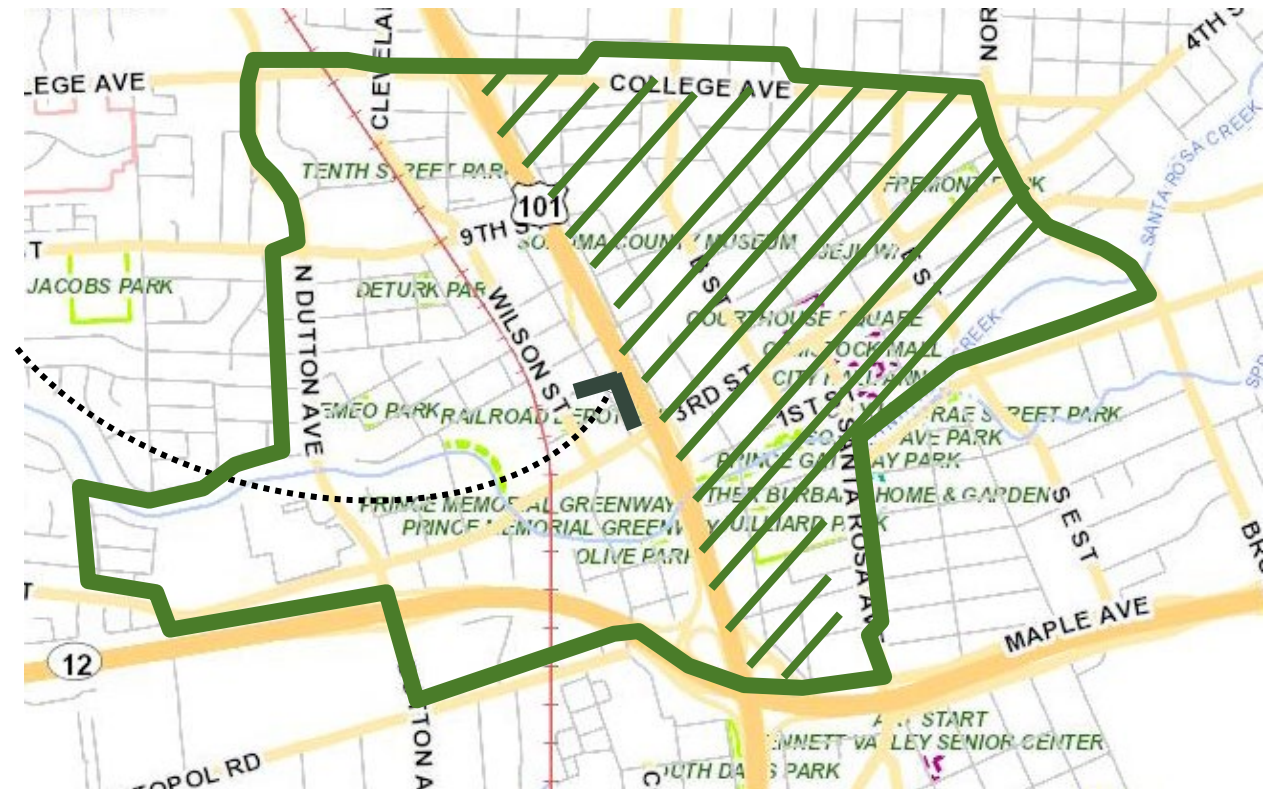


# Zone 3 – Northeast quadrant downtown

**PDI allocation for FY 24/25:**  
**\$286,348**

## **Downtown projects**

- \$286,348 (LBH&G reroofing, CH Square improvements)



Downtown station area

# Zone 4 – Southeast quadrant allocation

(continued on next page)

**PDI allocation for FY24/25: \$5,043,457**

**Measure M allocation: \$577,587**

## **Kawana Springs Community Garden**

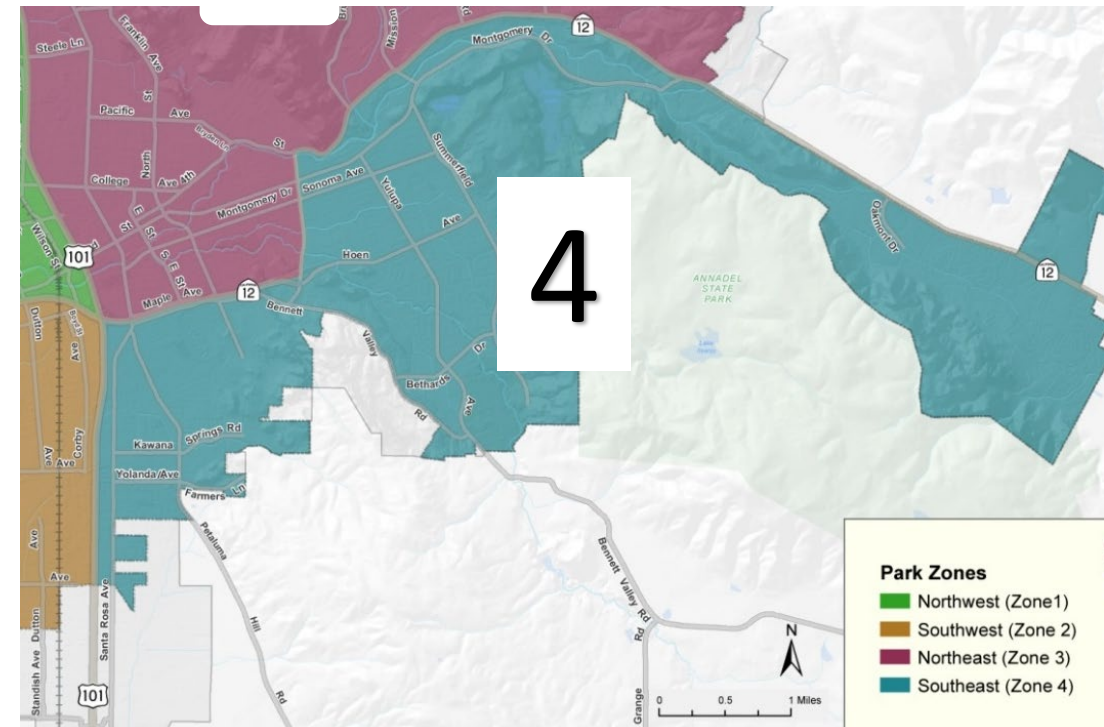
- Currently available \$312,000 +/-
- **FY 24/25 PDI allocation: \$1,040,000**

Estimated available as of July 1, 2024 = \$1,352,000

## **Kawana Springs Community Park**

- Currently available: \$2,492,000+/-
- Grant Funds (reimbursement): \$2,909,112
- **FY 24/25 PDI allocation: \$2,000,000**

Estimated available as of July 1, 2024 = \$7,401,112



# Zone 4 – Southeast quadrant allocation (continued)

**PDI allocation for FY 24/25: \$5,043,457**

**Measure M allocation for FY 24/25: \$577,587**

## **Southeast Greenway**

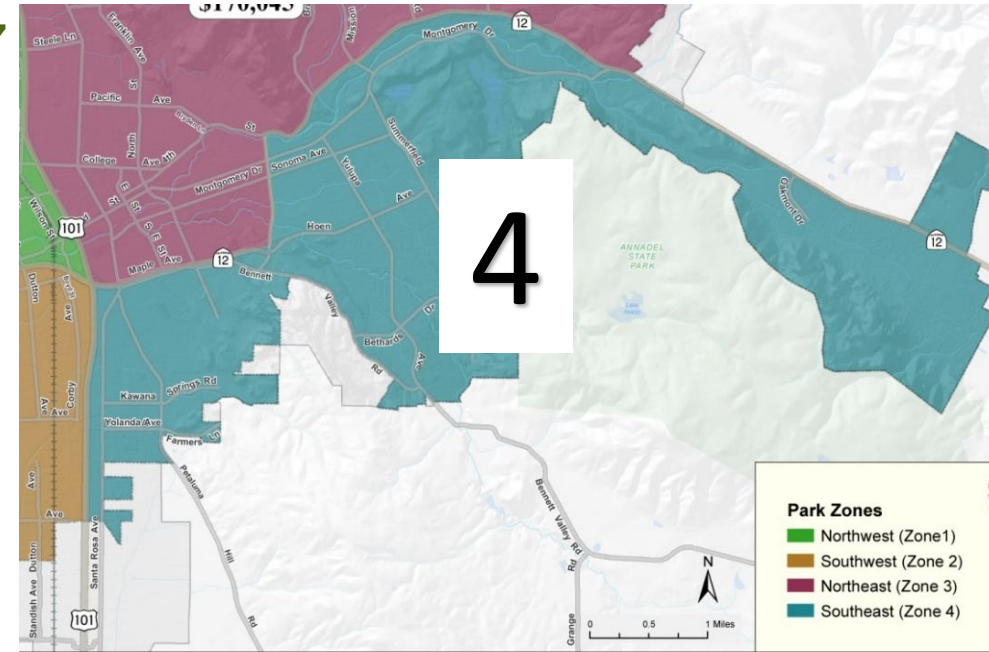
- Currently available: \$0
- **FY 24/25 PDI allocation: \$1,470,000**

Estimated available as of July 1, 2024 = \$1,470,000

## **Peter Springs Neighborhood Park**

- Currently available: \$0
- **FY 24/25 Measure M allocation: \$577,587**
- **FY 24/25 PDI allocation: \$533,457**

Estimated available as of July 1, 2024 = \$1,111,044



# Recreation & Parks Proposed CIP Budget

<b>Park Development Fees</b>	<b>Budget</b>
Northeast – Doyle Park Renovation	\$380,348
Northeast – Downtown Projects	\$286,348
Northwest – A Place to Play	\$173,145
Southeast – Kawana Springs Community Garden	\$1,040,000
Southeast – Kawana Springs Community Park	\$2,000,000
Southeast – Peter Springs Park	\$533,457
Southeast – Southeast Greenway	\$1,470,000
Southwest – Lower Colgan Creek Park	\$329,062
Southwest – South Davis Park	\$150,000
<b>Measure M Fund</b>	<b>Budget</b>
Parks (legacy)	\$38,576
<b>Total Parks Projects</b>	<b>\$6,400,936</b>





# Santa Rosa Water Proposed CIP Budget

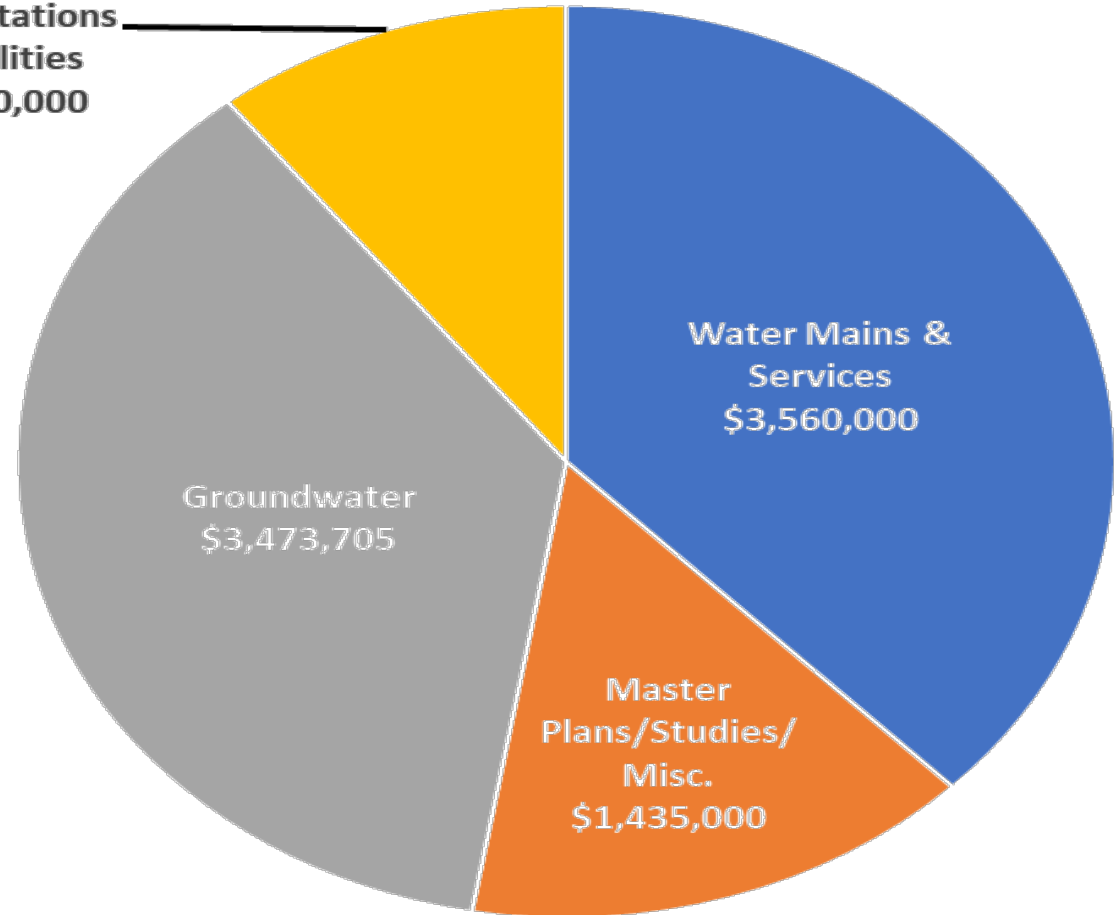


# Water Proposed CIP Budget

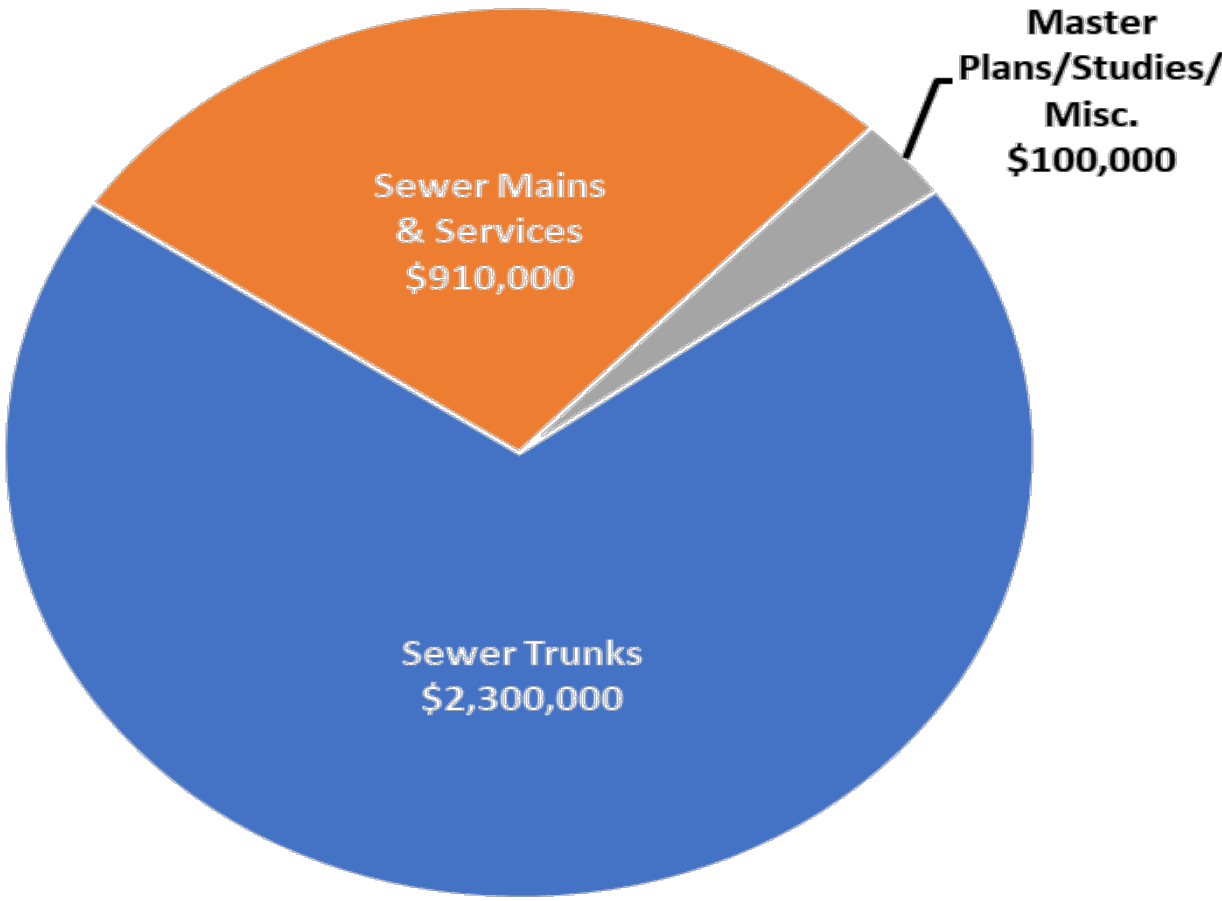
**Total**  
**\$9,468,705**



Pump Stations  
& Facilities  
\$1,000,000



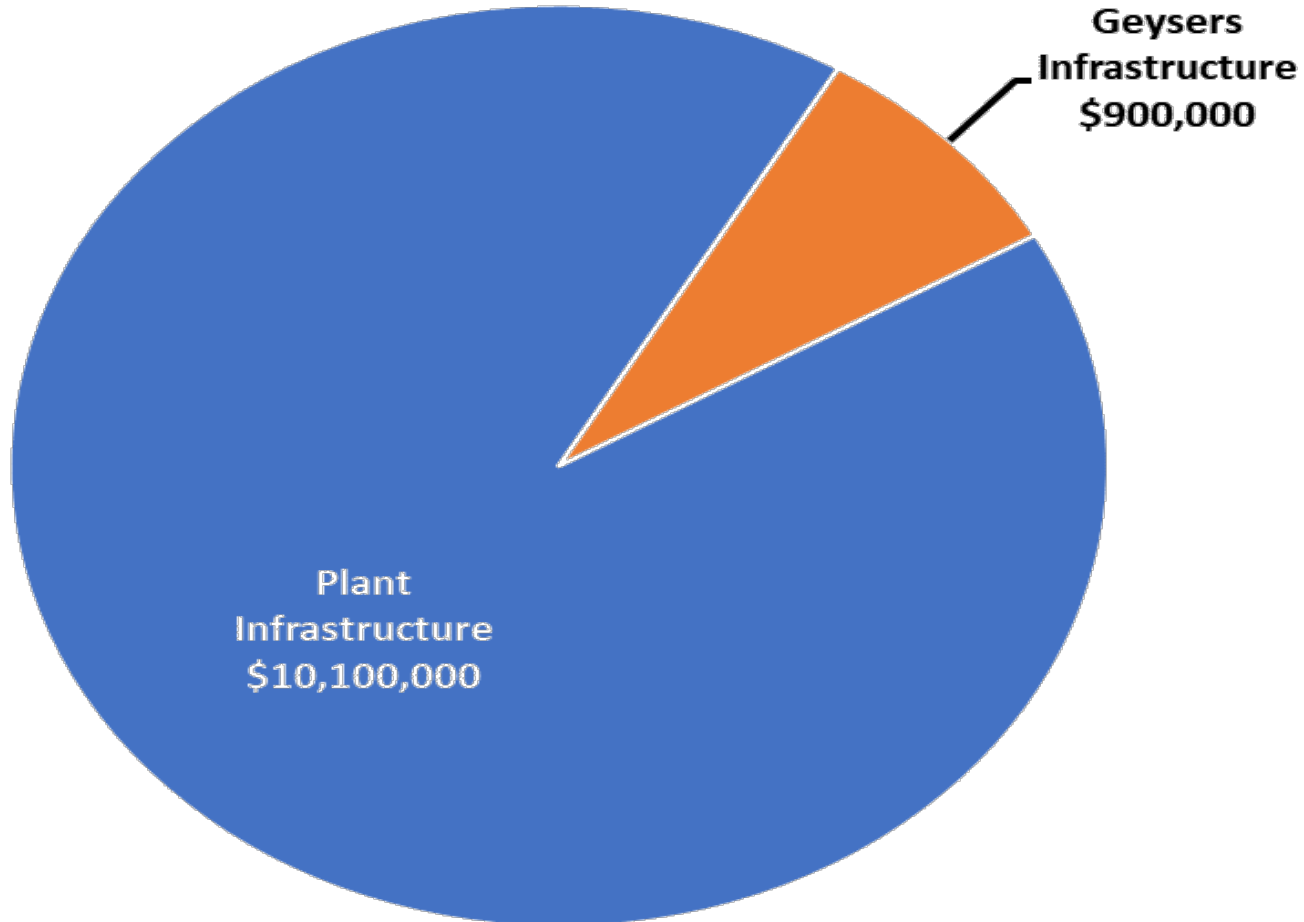
# Wastewater Proposed CIP Budget



**Total**  
**\$3,310,000**



# Regional Proposed CIP Budget

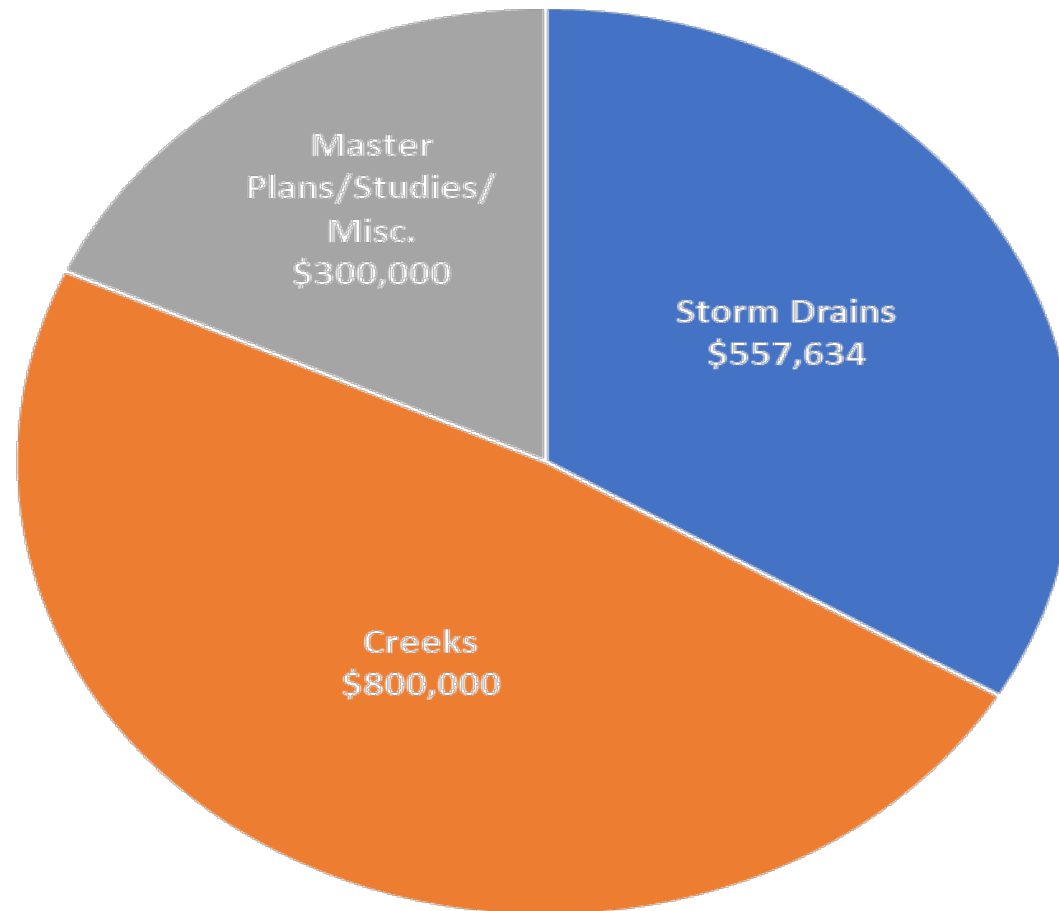


**Total**  
**\$11,000,000**

# Storm Water & Creeks Proposed CIP Budget

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**Total**  
**\$1,657,634**



## Funding Sources:

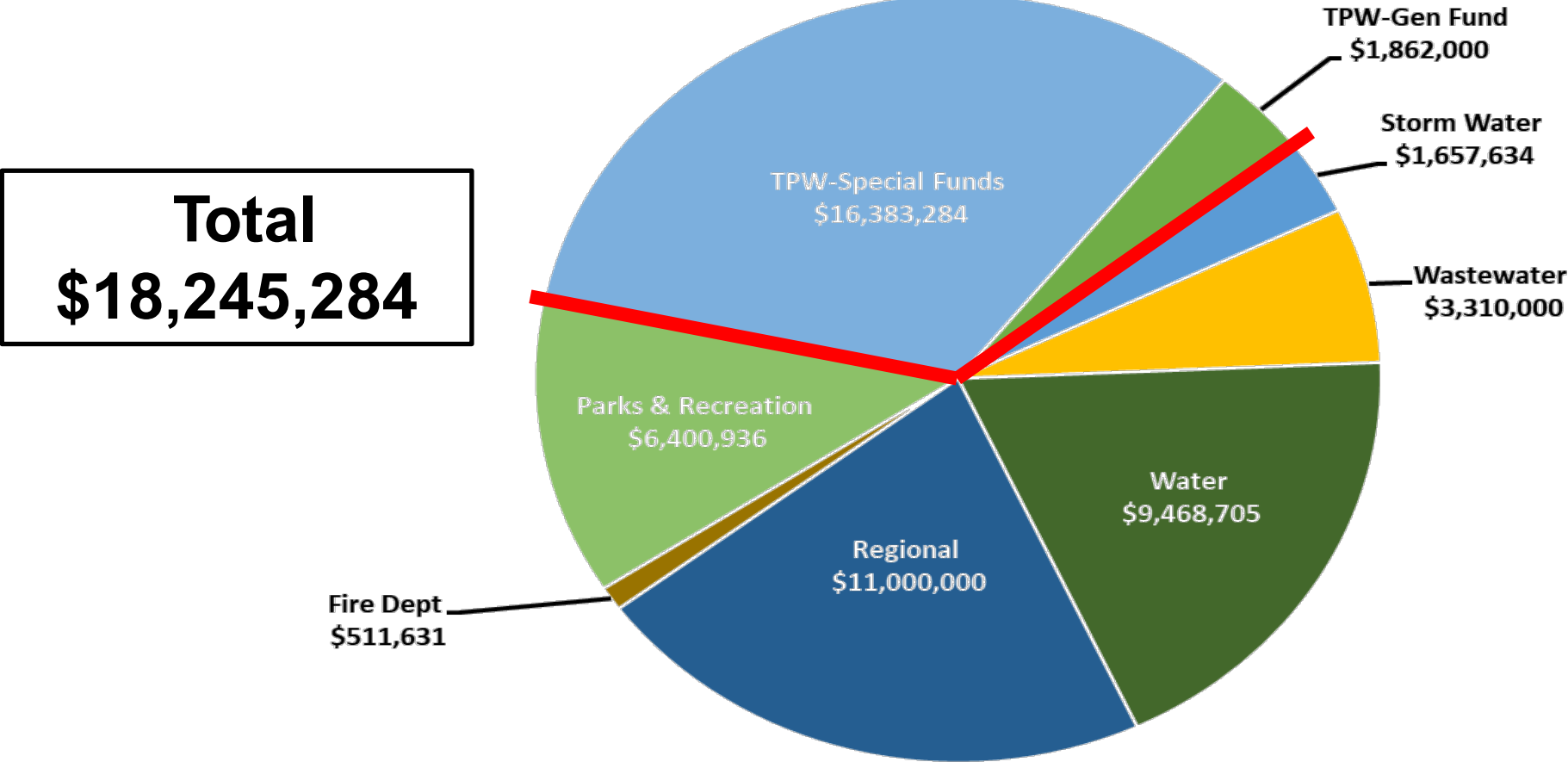
- \$800,000 Storm Water/ Creek Enterprise
- \$557,634 CFF
- \$300,000 Gas Tax

# Transportation & Public Works Proposed CIP Budget

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# CIP FY 2024-25 Funding Sources



# Transportation & Public Works Funding Sources

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<b>Project Types</b>	<b>Total Budget</b>
CFF + In-Lieu Fees	\$2,968,650
Gas Taxes	\$2,233,735
Senate Bill 1 Appropriation	\$4,596,103
General Fund	\$1,862,000
Measure M – Streets	\$1,640,416
Utility Impact Fee Fund	\$4,944,380
<b>Totals</b>	<b>\$18,245,284</b>

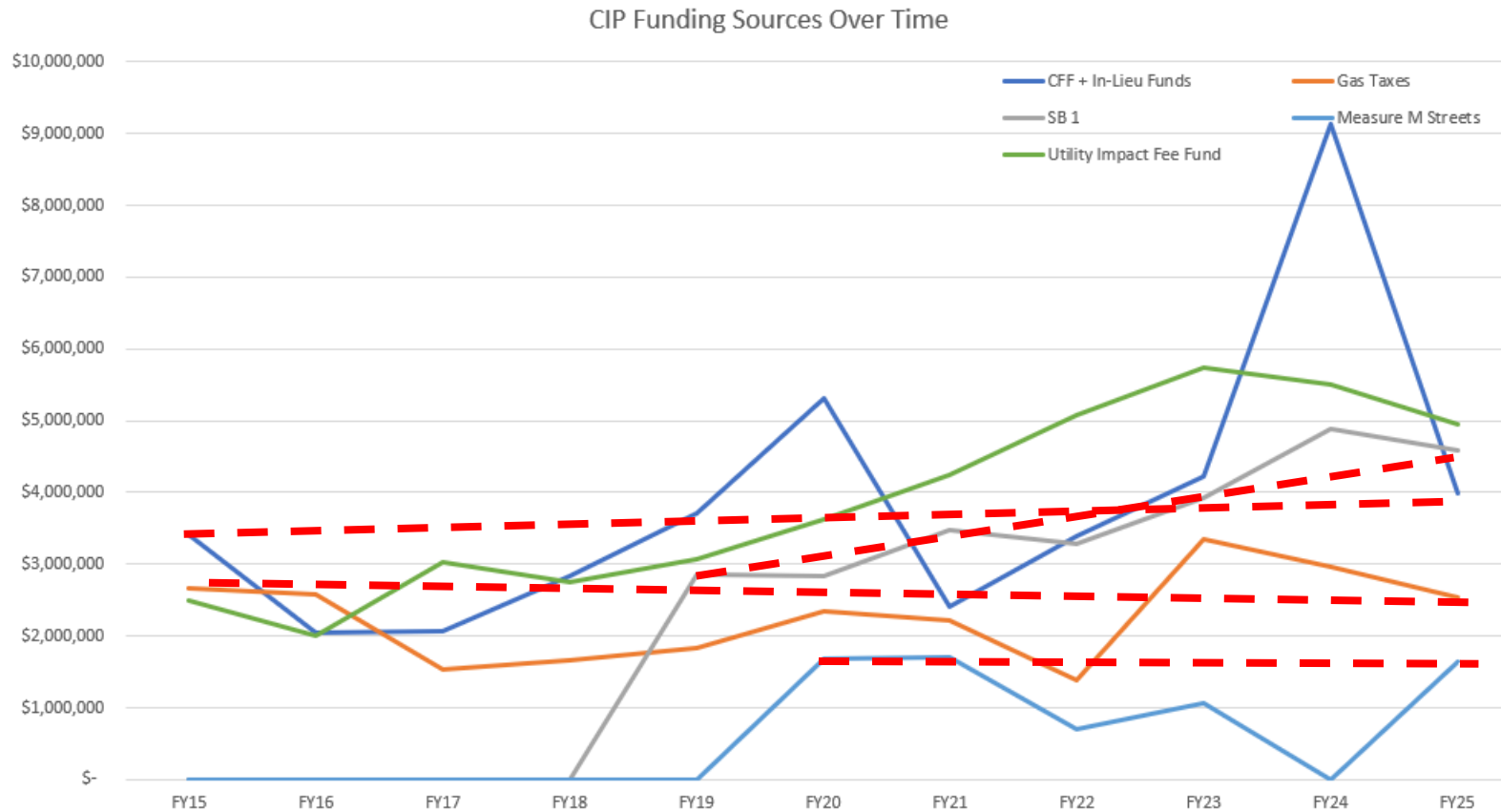


# Transportation & Public Works Funding Sources

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<b>Project Types</b>	<b>Total Budget</b>
<b>CFF + In-Lieu Fees</b>	<b>\$2,968,650</b>
<b>Gas Taxes</b>	<b>\$2,233,735</b>
<b>Senate Bill 1 Appropriation</b>	<b>\$4,596,103</b>
General Fund	\$1,862,000
<b>Measure M – Streets</b>	<b>\$1,640,416</b>
Utility Impact Fee Fund	\$4,944,380
<b>Totals</b>	<b>\$18,245,284</b>

# Transportation & Public Works Funding Sources



# General Fund Proposed CIP Budget

General Fund	Proposed Budget
ADA Settlement – Facilities Projects	\$1,200,000
Roseland Pavement Maintenance*	\$662,000
<b>Total General Fund CIP Projects</b>	<b>\$1,862,000</b>

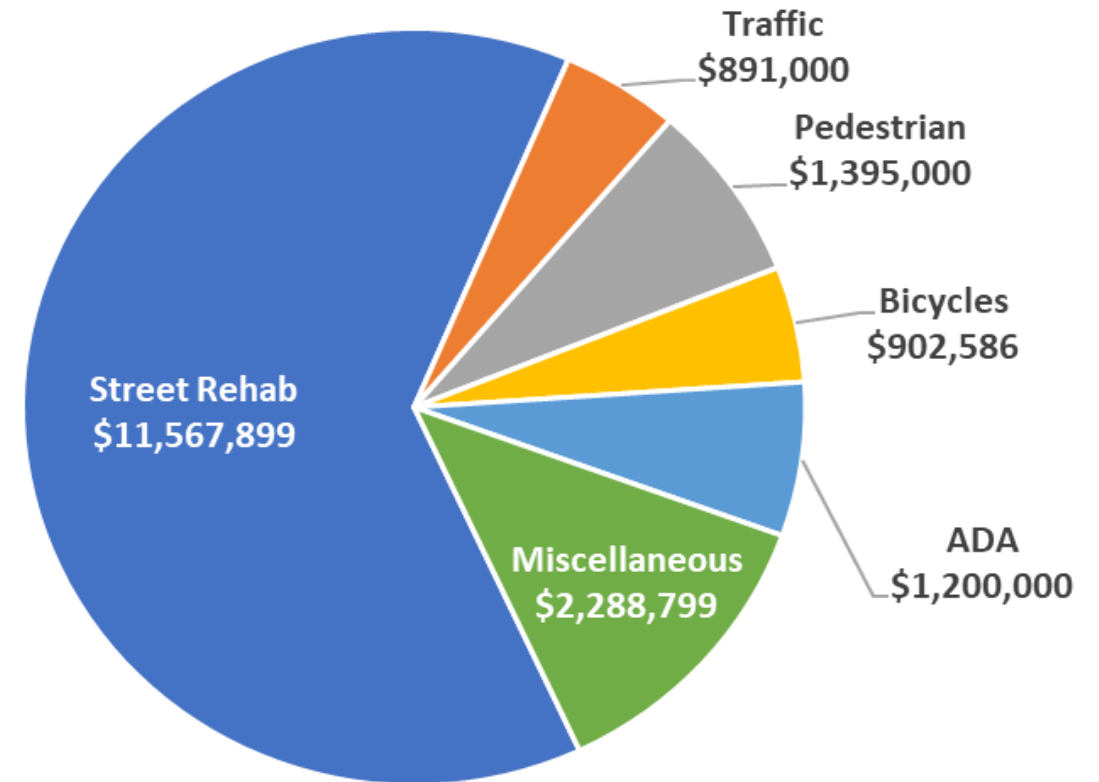
\*Creates \$3.4M in holding, plans to release more than \$2M in FY24-25



# Transportation & Public Works Proposed CIP Budget by Project Type

**Total**  
**\$18,245,284**

- 63.4% of funding is on street rehabilitation
- \$20+M needed to maintain existing street condition
- \$25+M needed to get pavement condition to regional acceptable level

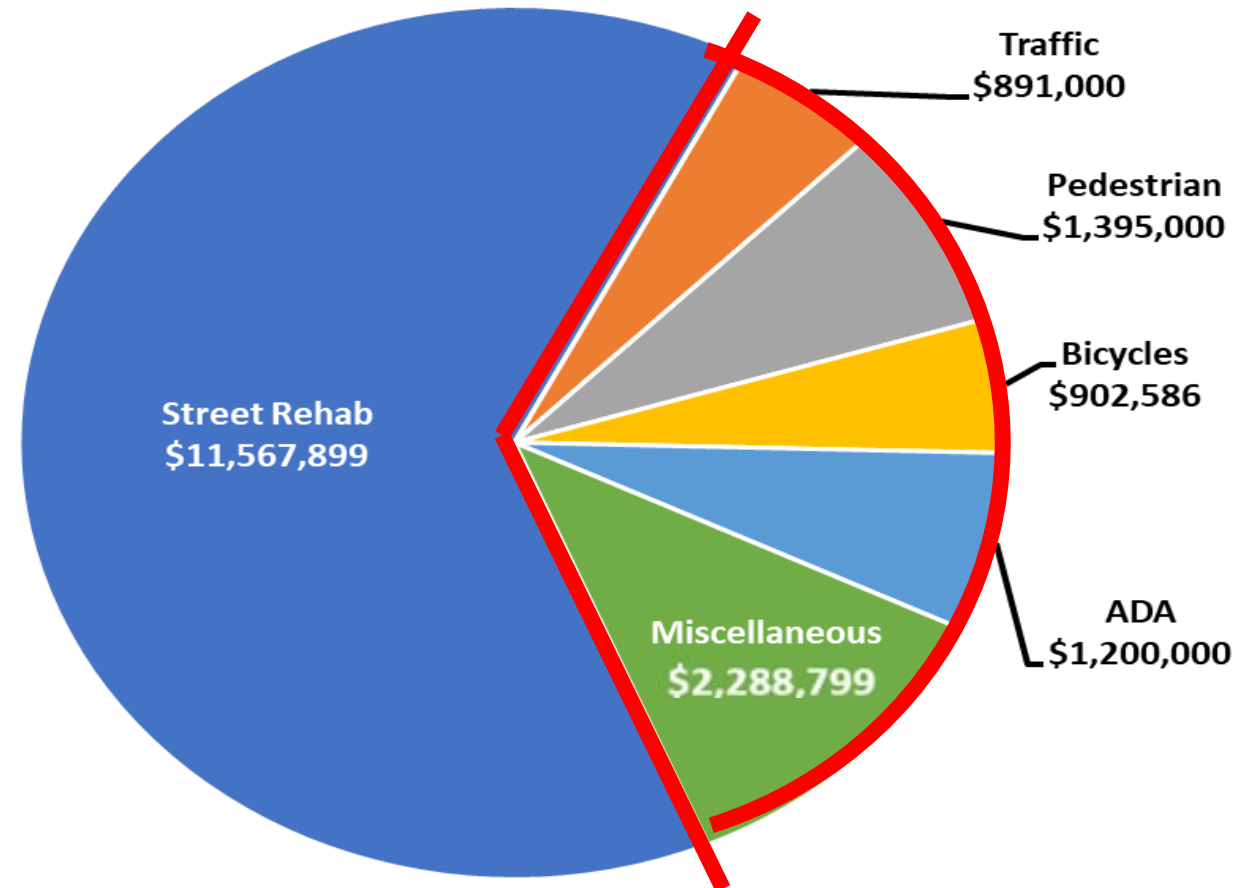


# Transportation & Public Works Proposed CIP Budget by Project Type

**Total**  
**\$6,677,385**

- \$1.2M for ADA improvements
- \$871k for existing operations (traffic signal equipment/upgrades, bridge inspection/repairs, pavement markings and signs, safety projects, survey equipment)
- \$1.5M for contingency
- Leaves \$2.9M\* annually to spend

\*Dollars pay for staff time/consultant support



# Transportation & Public Works Identified Project Needs

Project Types	Total Need	Allocated this Year
New Roadways	\$137,000,000	\$0
Roadway Widening	\$487,000,000	\$165,000
New Traffic Signals/Major Upgrades	\$15,000,000	\$650,000
Roundabouts	\$6,000,000	\$0
Transportation Safety	\$35,000,000	\$250,000
City Facilities	\$120,000,000	\$1,200,000*
Transit	\$30,000,000	\$0
Pedestrian/Bicycle Improvements	\$174,000,000	\$1,842,586
<b>Totals</b>	<b>\$1,004,000,000</b>	<b>\$4,107,586 (0.41%)</b>

\*Pavement: \$11.6M spending in FY24-25, \$20+M needed to maintain current condition, \$25+M for significant improvement

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# Questions?