



**CITY COUNCIL AGENDA ITEM NO. I.2.k**  
**10/10/2023**

---

**SUBJECT:** Consider a Request from Council Member Mendoza establishing a Budget Review Committee

**DEPARTMENT:** City Manager's Office

**STAFF:** Tim Ogden, City Manager  
Margaret Wimberly, City Clerk

---

### **TITLE/RECOMMENDATION**

That the City Council consider and discuss the request from Council Member Mendoza establishing a Budget Review Committee and the process for implementing the committee.

### **FISCAL IMPACT**

There is no fiscal impact associated with this item. The staff time could be approximately 10-15 hours per month preparing for and following up on committee discussions depending on the scope and meeting frequency of the potential committee. Additionally, if determined to be a standing committee versus an ad-hoc committee, staff time would increase.

### **BACKGROUND**

Pursuant to Council Policy 110-1 Rule 4.4 (b)(2), this item has been placed on the agenda so that Council may discuss it and provide further direction to staff. Pursuant to Section 4.4, Council discussion is limited to whether staff time and City resources should be spent on the item and the time period for scheduling.

The City previously had two Ad-Hoc Committees relating to the City's budget. Those Ad-Hoc committees and responsibilities (using 2016 as an example) were as follows:

- *2016/17 – 2017/18 Operating/Capital Improvement Budgets – This ad-hoc committee will offer oversight and guidance by providing policy level direction and input on the City's Fiscal Year 2016/17 – 2017/18 operating and capital improvement budgets and development fee program. It will review debt issuance and refinancing opportunities; review and/or make recommendations concerning revenues and reserves; evaluate potential funding sources for the construction and/or operation of public facilities; and consider related policies.*



**CITY COUNCIL AGENDA ITEM NO. I.2.k**  
**10/10/2023**

- *2015/16 – 2016/17 Fiscal Model – This ad-hoc committee will offer oversight and guidance by providing policy level direction and input on the City’s 2015/16 – 2016/17 Fiscal Model as it relates to multi-year forecasts and the projected long-term financial condition of the City’s pension and other post-employment benefit plans; as well as consider policies related thereto.*

It is likely that the work and meeting requirements of a potential committee would vary significantly during the year, with significant work during the January – May time period as the City’s Operating and Capital Budgets are developed. Staff would anticipate requesting multiple meetings during the budget development process to ensure adoption deadlines are met. A set schedule, or cancelled meetings, would likely occur for the remainder of the year with less budget input needed (June – December).

Should Council direct staff to spend time and resources on this issue, the draft scope of the committee and committee assignments will be brought to Council for consideration on January 9, 2024.

**CITY COUNCIL STRATEGIC INITIATIVE**

Not Applicable.

**PREVIOUS ACTION**

Previous Action by the City Council is included on Attachment 1.

**DATE OF NOTICE**

Not Applicable.

**ENVIRONMENTAL DETERMINATION**

Not Applicable.

**ATTACHMENT(S)**

1. Previous Action