

RESOLUTION NO. 95-158

A RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA BARBARA PROVIDING GUIDANCE TO BOARDS AND COMMISSIONS REGARDING THE INFORMATION DESIRED BY THE COUNCIL IN THE REVIEW OF ANNUAL BUDGETS

WHEREAS, the City Charter of the City of Santa Barbara authorizes and requires the Parks and Recreation Commission, the Harbor Commission, the Water Commission, the Airport Commission, the Library Board, and the Fire and Police Commission to review relevant budgets of designated Departments or Funds under their jurisdictions and to advise Council as appropriate; and

WHEREAS, these Boards and Commissions have developed a variety of approaches for conducting their required reviews; and

WHEREAS, in the past it has been difficult for Boards and Commission to accomplish their required review during the limited time available between the filing of the recommended budget and Council action to adopt the budget; and

WHEREAS, members of boards and commissions bring specific knowledge and expertise to the review of their assigned budgets and provide a forum for interested and knowledgeable members of the public concerning the specific budget; and

WHEREAS, Council seeks to reaffirm the value of the budget review by boards and commissions and seeks to make the review process more accessible; and

WHEREAS, the City Council would like to provide guidance to these boards and commissions to assist them in providing consistent, useful and timely advice to the Council on budget issues;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Santa Barbara that the following guidelines are adopted for use by Boards and Commissions in the review of annual budgets for specified Departments and/or Funds:

1. Boards and commissions, as designated in the City Charter, are requested to review the proposed annual operating and capital budgets for their designated program (Department or Fund) focusing on the following aspects:
 - ▶ Proposed changes in programs.
 - ▶ Fees and charges.
 - ▶ Capital program and facilities.

2. The Council may refer additional questions or issues which arise in the course of budget review to appropriate boards and commissions for recommendations.
3. Boards and commissions are requested to work with Department staff to review Capital Improvement Program requests and priorities as they are being developed, during November and December.
4. Review of the City Administrator's recommended budget should begin when the budget is filed in the first week of April and conclude by May 31st. Recommendations should be forwarded to the City Administrator and Council by early June.
5. Boards and commissions are requested to forward the results of their budget review to the appropriate staff, the City Administrator, and/or the Council in the form of written recommendations.

Adopted November 14, 1995