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Study Issues/ Budget Issues Overview

Study Issues/Budget Issues – What are they?

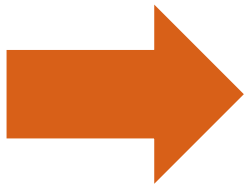| What is a Study Issue?	What is a Budget Issue?
A study issue is a topic of concern that may result in new or revised city policy.	A budget issue is a proposal to add a new service, eliminate a service or change the level of an existing City service.

Who Can Propose a Study or Budget Issue?

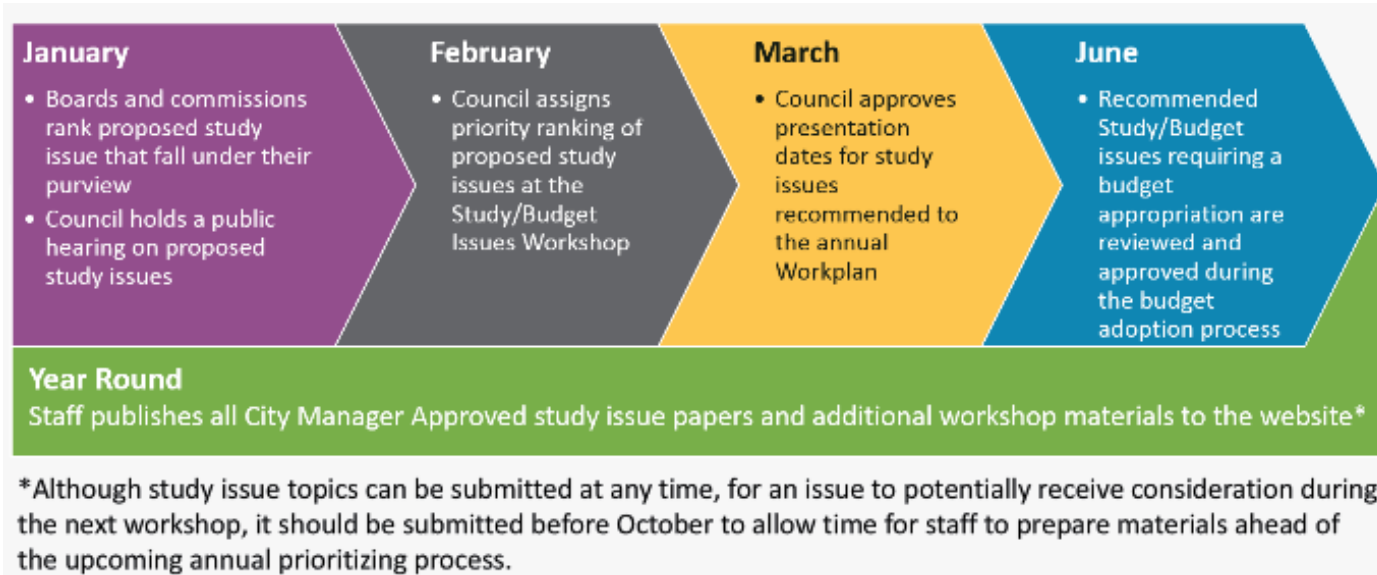| Members of the Public | Boards and Commissions | City Staff | City Council |

- Both require sponsorship by at least two Councilmembers to move forward in the review process.

- While both can be proposed year-round, Council reviews proposed issues once a year during the annual Study Issues/Budget Issues Workshop in February.

Study Issue / Budget Issue Process

January
- Boards and commissions rank proposed study issue that fall under their purview
- Council holds a public hearing on proposed study issues

February
- Council assigns priority ranking of proposed study issues at the Study/Budget Issues Workshop

March
- Council approves presentation dates for study issues recommended to the annual Workplan

June
- Recommended Study/Budget issues requiring a budget appropriation are reviewed and approved during the budget adoption process

Year Round
Staff publishes all City Manager Approved study issue papers and additional workshop materials to the website*

*Although study issue topics can be submitted at any time, for an issue to potentially receive consideration during the next workshop, it should be submitted before October to allow time for staff to prepare materials ahead of the upcoming annual prioritizing process.

- Provides a method for identifying, prioritizing and analyzing policy issues important to the community.

- Allows staff to balance the work required to thoroughly study an issue with the work required to deliver ongoing City services.

Study Issue Sponsorship Process

- Submit and Agendize - Study Issue Form submitted to liaison
  - Liaison has 30 days to write a summary scope and comments.
  - Item placed on the next agenda

- Propose - Once properly noticed, commission members discuss merit and scope of study issue and vote to add to the Proposed Study Issue list

- Sponsor - no later than October, commission members vote on sponsors study issues from the Proposed Study Issue list
  - Staff will then prepare the sponsorship study issue papers

Key Dates for Study Issues Cycle

Item	Date
Boards and Commission Rank Study Issues	Through the Month of January
Public Hearing Discussion of Proposed Study Issues and Budget Issues	Tuesday, January 12, 2021
Last Day for Council Sponsorship	Tuesday, February 2, 2021
Study Issues/Budget Issues Workshop	Thursday, February 25, 2021
List of Approved Study Issues Presentation Dates to Council	Tuesday, March 16, 2021
Budget Workshop	Thursday, May 20, 2021

Status of Continuing Study Issues

2020 Study Issues Review	Qty
Total Study Issues in 2020 – New and Continuing	24
Study Issues Complete	7
Study Issues to be Carried Over in 2021	17

Study Issue Year	# of Study Issues In Progress
2014	2
2017	1
2018	2
2019	8
2020	4

Proposed Study Issues for 2021 Workshop

Proposed Study Issues as of January 5	Qty
Total Proposed Study Issues	25
Study Issue Papers Published Online	24
Study Issue Papers in Review	1
Study Issues with Support Recommendation	9
Study Issues with Defer Recommendation	3
Study Issues with Drop Recommendation	11
Study Issues with No Recommendation	1
Budget Issues	0

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Thank You

Questions?