

**CITY OF REDDING, CALIFORNIA  
COUNCIL POLICY**

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**BACKGROUND**

To develop a Budget, several specific assumptions need to be stated to facilitate the budget development process.

**PURPOSE**

To facilitate the budget development process by establishing base-level procedures for the development of the Budget.

**POLICY**

It is the policy of the City Council of the City of Redding:

1. That budget decisions to increase service levels or add a new program will be financed with either a new revenue source, rate adjustment, or by a deliberate reduction in, or elimination of, existing services.
2. That decisions to reduce service levels or eliminate programs will be based on city-wide priorities and needs when revenue sources are inadequate to maintain existing services at current program levels.
3. To maintain programming flexibility to address priority user needs based on historical usage and demographic trends within service areas, if a service is provided at many facilities throughout the city and a service-level reduction is necessary.
4. To incorporate self-reliance in both day-to-day operation of the City and the development of its long-range plans. A self-reliant City makes greater use of its own resources, takes care of its own, and creates its own opportunities for a better life. More specifically, “self-reliance” should:
  - Encourage community involvement;
  - Foster economic development to enhance the tax base and retain and create employment opportunities;
  - Strengthen our neighborhoods through service delivery and cooperation with neighborhood groups; and
  - Strengthen City government as an organization dedicated to serving the people of Redding.

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5. To avoid duplication of services with other units of government and seek joint-use opportunities for public facilities with both governmental units and non-profit organizations when effective service delivery can be provided at less cost or no cost to the City.
6. To recognize that City employees are City government's most valuable asset and that, as such, their concerns, participation, and morale are crucial to delivering high quality, efficient services to the residents and taxpayers of Redding.
7. To employ good management practices when planning for service delivery by including in budget requests money to pursue activities, such as:
  - Office automation and computer applications that increase productivity;
  - Equipment modernization;
  - Work-hour simplification;
  - Risk management/employee safety;
  - Preventative maintenance;
  - Energy conservation;
  - Life-cycle costing and purchasing of equipment;
  - Lease-purchase options for high-cost equipment purchases which reduce operating expenses;
  - Performance planning, reporting, and evaluation;
  - Employee training; and
  - Competitive bidding for services.
8. To modernize the physical and organizational structure of the City departments and offices to facilitate better management of resources. Create an environment which encourages innovative problem-solving and pursuit of opportunities to improve service delivery within existing budgets.