



Legislation Text

File #: 19-214, Version: 1

TO: Mayor Bien-Willner and Town Council Members

FROM: Brian Dalke, Interim Town Manager
Douglas Allen, CPA

DATE: May 9, 2019

DEPARTMENT: Finance

AGENDA TITLE:

Review and discussion on the Recommended Budget for Fiscal Year 2019/20.

SUMMARY STATEMENT:

One of the most important duties of the Town Council is to adopt an annual budget for the Town. The budget process provides the Council with the opportunity to match the needs of the Town and available resources with the intent of gaining the maximum return on each dollar.

The Town undertakes a hybrid budget process, incorporating elements of zero-based, priority-setting, and program budgeting. The budget process starts with Council goals. Departments submit their budget requests for their programs, incorporating specific needs. These requests are presented and prioritized.

A balanced "**Recommended**" budget is presented to Council for review and consideration. All departments will meet with Council through a series of public meetings where adjustments to the recommended budget can be made.

Council then adopts a "**Tentative**" budget that sets the maximum spending for the fiscal year, which is posted for public inspection, and a public hearing is then held for public comment.

After public comments, the Council can still modify the tentative budget categorically, but cannot increase the maximum spending amounts. Council then adopts the final budget referred to as the "**Adopted**" budget.

This part of the study session will consist of:

- U Follow up discussion items
 - o Procurement position
 - o Funding for the PSPRS unfunded liability
 - o Capital Improvement Plan updates
 - o Changes to recommended budget

- U Items for May 23rd
 - Tentative budget adoption
 - Purchase approvals in June contingent on 2020 appropriations
 - Budget amendments for 2019
- U Items for June 13th
 - Public hearing on the budget
 - Final budget adoption
 - Adoption of CIP
 - Adoption of Strategic Revenue Plan
 - Adoption of AZ State mandated PSPRS funding policy

ATTACHMENT(S):

Recommended Budget for Fiscal Year 2019/20 v3

Budget 2020 Follow

CIP Updates