

Worksession

Agenda Item #	10
Meeting Date	January 28, 2008
Prepared By	Barbara B. Matthews City Manager <i>BMM</i>
Approved By	

Discussion Item	Fiscal Year 2009 Budget Format and Timeline
Background	<p>The City's new fiscal year (Fiscal Year 2009) will commence on July 1, 2008. In accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager prepares a recommended budget for consideration by the City Council. The development of the City Manager's budget is currently underway.</p> <p>The objectives of the January 28, 2007 worksession are two-fold: to provide direction to the City Manager relative to the information that the Council would like to see in the recommended budget for Fiscal Year 2009 and to discuss the timeline in which the Council will consider the City Manager's recommended budget.</p> <p>The published Fiscal Year 2008 budget document was modified in response to Council feedback received during the budget process. Some of the modifications include the following:</p> <ul style="list-style-type: none"> • More detailed information on departmental/division expenditures, including descriptions of major cost centers. • A higher level of detail concerning staffing, including a breakdown of personnel costs and information on both benefited and non-benefited positions. • Information on the revenues generated by each department and the level of General Fund support. • Inclusion of a community profile, a description of major revenue sources, and historical data on the assessed value of real property in the City. <p>In recent years, the City Council has received the City Manager's recommended budget in early April; this timeframe allows staff to gather enough information to provide the Council with more realistic revenue projections. A public hearing is held three to four weeks later, primarily to allow information on the budget to be included in the May edition of the City Newsletter. The City Council holds a series of budget worksessions during the month of May, including additional meetings on Thursday.</p>
Policy	In accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager is charged with submission of a proposed budget for consideration of the City Council. Before adoption of the budget, the City Council shall hold at least one public hearing.
Fiscal Impact	None
Attachments	None
Recommendation	For Discussion Only

**Special
Consideration**

Councilmembers are asked to bring their copy of the Fiscal Year 2008 budget document to facilitate the discussion.