



Office of the City Manager

CONSENT CALENDAR

October 10, 2006

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted By: Tracy Vesely, Budget Manager

Subject: FY 2008 & FY 2009 Biennial Budget Schedule

RECOMMENDATION

It is recommended that the City Council approve the schedule for adoption of the FY 2008 & FY 2009 Biennial Budget process calendar.

FISCAL IMPACTS OF RECOMMENDATION

The development of the City's biennial budget requires a tremendous amount of staff effort, which is entirely funded through departmental baseline funding levels. Therefore, additional resources outside of those already provided in the FY 2007 Adopted Budget will not be required.

CURRENT SITUATION AND ITS EFFECTS

The goal of the budget process is to develop a two-year spending plan for the City that allocates available resources to programs and projects, consistent with community priorities, while preserving the long-term fiscal stability of the City. The City Charter requires that the City Manager present the proposed biennial budget to the City Council by the first Monday in May, and the schedule provides a timeline leading to Council adoption of the FY 2008 & FY 2009 Biennial Budget by June 26, 2007, the last regular meeting prior to the start of the new fiscal year. This report presents the City Manager's recommended budget development calendar to guide direction, development and presentation of the FY 2008 & FY 2009 Biennial Budget consistent with these requirements.

CONTACT PERSON

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Attachments:

1: FY 2008 & FY 2009 Biennial Budget Development Process Calendar

FY 2008 & FY 2009 Biennial Budget Development Process

Council Timeline

- ❑ October 10, 2006 Adopt FY 2008 & FY 2009 Budget Development Calendar

 - *FY 2006 Year-End Update*
 - *FY 2007 Adopted Budget Update*
 - *FY 2008 General Fund Projection*

- ❑ November 14, 2006 FY 2007 1st Quarter Budget Update/Quarterly Economic Development Status

- ❑ December 12, 2006 Special Budget Workshop (5:00 pm)

 - Update current project priorities

- ❑ January 30, 2007 Special Budget Workshop (5:00 pm)

 - Setting FY 2008 & FY 2009 Priorities

- ❑ February 27, 2007 FY 2007 Mid-Year Budget Update (2nd Quarter)

 - *FY 2007 Revenues and Expenditures*
 - *Updated Five-Year Fund Forecasts*
 - *Quarterly Economic Development Status*

- ❑ March 13, 2007
March 27, 2007 Special Budget Workshops (5:00 pm)

 - *Budget Priorities*
 - *Work Plans*
 - *Capital Improvements and Financing Plans*

- ❑ April 24, 2007 Public Hearing on Community Agency Allocations/CDBG

- ❑ May 8, 2007 Presentation - City Manager's Proposed FY 2008 & FY 2009 Budget (Special Meeting to begin at 5:00 pm for Presentation)

Council adopts funding allocations and approves submittal of CDBG/ESG Annual Action Plan to HUD and CSBG Community Action Plan to State

Quarterly Economic Development Status

- ❑ May 22, 2007 Public Hearing #1

 - *Proposed Fee increases*

- ❑ June 12, 2007 Presentation of City Council Amendments to Proposed Budget

- ❑ June 12, 2007 Public Hearing #2

 - *FY 2008 & FY 2009 Budget Proposals*
 - *Proposed Fee increases*

- ❑ June 26, 2007 Budget Adoption – FY 2008 & FY 2009