



Date: July 7, 2008, 2008

To: Patrick H. West, City Manager *PH West*

From: Lori Ann Farrell, Director of Financial Management *LA Farrell*

For: Mayor and Members of the City Council

Subject: Schedule for Fiscal Year 2009 Proposed Budget Workshops and Hearings

The City Charter, as modified on May 1, 2007, requires that the City Manager submit the Proposed Budget for Fiscal Year 2009 (FY 09) to the Mayor on or before July 1, 2008; thirty days earlier than previously required. The City Charter also requires that the Mayor transmit the proposed budget to the City Council no later than August 1, 2008, when the budget becomes a public document. The City Council must adopt the budget on or before September 15, at which time the Mayor will have an additional five (5) days to review the Adopted Budget. The Mayor may at that time concur with, or exercise a line-item veto of, any expenditure. The City Council has until the end of the fiscal year to concur with the Mayor's changes, or override the veto.

Over the past several years, the budget development and adoption process has been increasingly transparent, allowing for as much public input and City Council deliberation as possible before adoption. At this point in the budget development process, a City Council Budget Study Session would have been held (typically in mid-June) to provide an update on the budget development process as well as preview the upcoming year's fiscal outlook. This Study Session for the FY 09 Budget was held on July 1, 2008.

In addition, for four consecutive years (FY 02-FY 06) the City hosted a citywide Budget Summit before the release of the Proposed Budget to share information about potential budget changes and to garner additional input. Given the voter-approved Charter changes accelerating the budget development timeline, holding a citywide Budget Summit has not been feasible. Councilmanic district Budget Summits and staff budget briefings to City commissions, boards, committees and neighborhood groups have served to fill any void that the new budget adoption schedule may have created.

Further, I am pleased to report that the scheduling of up to ten budget workshops and hearings following the release of the FY 09 Proposed Budget to the City Council will remain in place. These meetings serve as the most effective means of reviewing and discussing the specific recommendations contained in the City Manager's Proposed Budget, the Mayor's Budget Recommendations and the Budget Oversight Committee's recommendations. Continuing this strong tradition of transparency and public input, the following schedule outlines the proposed City Council workshops,

public hearings, and budget adoption:

DATE	SUBJECT
July 1 Workshop 3:00 – 4:30 pm	<ul style="list-style-type: none"> • Fiscal Outlook for FY 08 and FY 09
July 22 3:00 – 4:00 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee Meeting • Public Input
August 5 Workshop 3:30 – 4:30 p.m.	<ul style="list-style-type: none"> • Mayor’s and City Manager’s Budget Overview • Specific Budget Proposals Released • Public Input and City Council Deliberations
August 12 & 19 Workshops 3:30 – 4:30 p.m.	<ul style="list-style-type: none"> • Budget Presentations • Public Input and City Council Deliberations
September 2 Workshop 3:30 – 4:30 p.m.	<ul style="list-style-type: none"> • Budget Presentations • Public Input and City Council Deliberations
September 2 7:00 – 8:30 p.m.	<ul style="list-style-type: none"> • Budget Presentations • Public Input and City Council Deliberations • Budget Adoption
September 9 Workshop (If necessary) 3:30 – 4:30 p.m.	<ul style="list-style-type: none"> • Budget Presentations • Public Input and City Council Deliberations
September 9 (If necessary) 7:00 – 8:30 p.m.	<ul style="list-style-type: none"> • Budget Presentations • Public Input and City Council Deliberations • Budget Adoption (must be adopted by September 15)

Budget presentations at the proposed workshops will focus on key changes to non-City Manager departments and recommendations for efficiencies and reductions in City Manager departments.

Should all discussion be completed prior to the end of the September 2, 2008 hearing, the City Council may make its final budget decisions and then amend and/or adopt the Proposed Budget and the related Ordinances and Resolutions for FY 09 at that hearing or at the subsequent hearing.

If you have any questions, please do not hesitate to call me at extension 8-6427.

LAF:DW:rj
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