

City of Brisbane

Agenda Report

To: City Council via City Manager

From: Administrative Services Director

Subject: Budget Presentation

Date: April 9, 2012

Purpose:

Provide Staff direction on how the 2012/13 Budget will be presented.

Recommendation:

Receive oral presentation and provide direction.

Background:

In June 2011 the City Council adopted a budget for FY 2011/12. It set up a City Council subcommittee to review budget issues. On February 13, 2012 staff provided City Council a preliminary 5-year projection without VWR's revenues included. The City Council reviewed a list of all services and placed certain ones into a "Must" category. City Council also gave staff direction to redo the Parks and Recreation Department's cost of services study from three years ago.

Discussion:

Staff is back seeking guidance on a number of issues:

1. Budget Schedule for May and June.
2. What information should be provided in the budget book and the format this should take.
3. What information should be provided during the budget presentation and the format this should take.
4. What staff should include in the analysis of costs for Parks and Recreation.

Fiscal Impact:

Based on what the City Council requests there may be additional staff time needed to prepare the budget and the budget presentation from previous years.

Measure of Success


The budget and the budget presentation provides information which is useful to the City Council and the Community.

Attachemnt

Alternative Budget Calendars



Stuart Schilligner
Administrative Services Director



Clay Holstine
City Manager

Alternative Budget Calendars

Alternative 1 (9 Weeknight Meetings)

Monday	Tuesday	Wednesday	Thursday	Friday
May 14 Revenues and Expenditures	May 15	May 16 Parks and Recreation Commission	May 17 Planning Commission	May 18
May 21 Regular Council Meeting Departmental Review	May 22	May 23	May 24 Previously Approved Policy Related Expenditures Above Base	May 25
May 28 Memorial Day	May 29 Departmental Review	May 30	May 31 Shared Services Fire Station Analysis	June 1
June 4 Regular Council Meeting Departmental Review	June 5	June 6 Economic Development Program	June 7 Planning Commission	June 8
June 11 Parks and Recreation Activity Based Costing Fees	June 12 Open Space and Ecology	June 13 Budget Meeting	June 14	June 15
June 18 Regular Council Meeting	June 19	June 20 Parks and Recreation Commission	June 21 Planning Commission	June 22

Alternative 2 (2 Saturday Meetings)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 14	May 15	May 16 Parks and Recreation Commission	May 17 Planning Commission	May 18	May 19 Budget Presentation Review of previous policy decisions Department Reviews Shared Services Fire Station Analysis
May 21 Regular Council Meeting	May 22	May 23	May 24	May 25	May 26
May 28 Memorial Day	May 29	May 30	May 31	June 1	June 2 Department Reviews Economic Development Program Parks and Recreation Fee Study Fees
June 4 Regular Council Meeting	June 5	June 6	June 7 Planning Commission	June 8	June 9
June 11	June 12 Open Space and Ecology	June 13	June 14	June 15	June 16