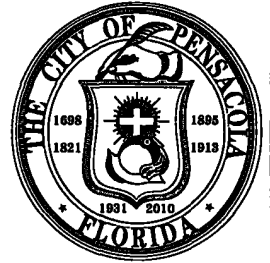


COUNCIL MEMORANDUM

August 18, 2011



Council Members: Maren DeWeese, P.C. Wu, Sam Hall, John Jerralds, Larry B. Johnson, Sherri Myers, Megan B. Pratt, Brian Spencer, Ronald P. Townsend

FROM: Maren DeWeese, President of City Council

SUBJECT: FY 2012 Budget Process

SUMMARY: The following information on the budget process is being provided to prepare Council for our Thursday August 25, 2011 workshop on the FY 2012 Mayor's proposed budget. Our deliberations on August 16th and 17th resulted in many requests of the Mayor for either clarification or adjustment to line items within the budget. Council has been provided with an electronic version as well as a hard copy of the form that is to be used to explain each request. Please forward your requests & supporting documentation (one request per page) to Elaine Mager by Friday August 19, 2011 at 5pm.

Mrs. Mager will compile all Council requests and maintain an official file for Council's reference. As requests are received by email they will be forwarded on to Mayor Hayward as well as Mr. Barker for follow up. If a hard copy request is submitted, this will be scanned and included in the digital file as well, then forwarded on to the Mayor.

Council members have two options for requesting line item changes.

1. Include the proposed line item change in your request as well as a corresponding line item adjustment within the budget to offset the requested line item change.
2. Schedule a meeting with Mr. Barker and Mayor Hayward (or a member of his staff) to discuss options for line item changes.

Mr. Barker has noted that, due to the TRIM notice to citizens, an official vote of Council on budget items can not be taken before the noticed date of September 7, 2011 at the first public hearing. Existing Council requests from this week's workshop will be followed up on at our August 25th meeting. Council will have further discussion at that time about any outstanding line item changes.

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