



# Staff Report

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**Agenda Item:**           **TRIAL BUDGET UPDATE**– An update to the Council regarding the Clarkdale Trial Budget for FY 2009-2010 process.

**Staff Contact:**           Kathy Bainbridge, Clerk/Interim Finance Director

**Meeting Date:**           April 28, 2009

**Background:**           Due to the unprecedented financial challenges that currently face the Town, the Council desired a new way to increase public involvement in the budget process. The trial budget was presented to the Council on March 24<sup>th</sup> and four trial budget public workshops were held throughout the month of April. Town Staff met with the public addressing the many questions, concerns, priorities and comments regarding alternatives and issues involved in this challenging budget.

## THE BUDGET PROCESS

Several dates should be kept in mind during the budgeting process. State law requires that, on or before the third Monday of July of each fiscal year, the Town Council must adopt a tentative budget. Functionally though, the Town of Clarkdale adopts a tentative budget prior to June 30<sup>th</sup> so that the staff has a guideline for expenditures on July 1<sup>st</sup>, which is the beginning of the Fiscal Year. The Tentative Budget sets the maximum “limits” for expenditures.

There is no specific date set by state law for adoption of the final budget. However, there is a deadline for adoption of a property tax levy - the third Monday in August. Since the state law requires a period of at least fourteen days between adoption of the final budget and adoption of the tax levy, the deadline for adoption of the Final Budget becomes the First Monday in August.

### Timeline:

May 11, 2009 – Comments and recommendations along with alternatives to the Trial Budget  
May 25, 2009 – Fiscal Year 2009-2010 Budget Worksession  
June 9, 2009 – Fiscal Year 2009-2010 Budget Worksession  
June 23, 2009 – Adoption of Tentative Budget  
July 27, 2009 – Public Hearing and Adoption of Final Budget  
July 27, 2009 – Public Hearing regarding the Property Tax Levy  
August 11, 2009 – Adopt Property Tax Levy

**Recommendation:**   Update only no action by Council is required.