



Staff Report

Agenda Item: **FY 2009-10 PRELIMINARY BUDGET** – Consideration of adoption of the Preliminary Budget for Fiscal Year 2009-2010.

Staff Contact: Kathy Bainbridge, Town Clerk/Finance Director

Meeting Date: June 23, 2009

Background: The preliminary budget must be fully itemized in conformance with forms supplied by the Arizona Auditor General's Office and entered as a public record in the council meeting minutes when it is adopted. Three items are expected to change since the budget worksession at the June 9th meeting:

- 1) A Donation Fund has been included in the budget.
- 2) A \$1,200 expense for an answering service to take after-hours emergency calls for the Water Utility has been included in the Water Department budget.
- 3) Updated premiums for the 2009/2010 budget along with 2008/2009 projected actual expenses for general liability, auto, property, and inland marine insurance have been included in the General Fund along with HURF - Streets, Wastewater, Water, Sanitation, and Cemetery Enterprise Funds.

As part of the required State budget adoption process, the Town will publish the preliminary budget in the local newspaper and have the budget available for public viewing before the final budget hearing and approval on July 28th. Though not required by the State, we will also have the preliminary budget posted on our website. After the preliminary budget is approved, adjustments may still be made when the Final Budget is adopted, but only if those adjustments reduce revenues and/or expenditures. In light of that, the adoption of the Preliminary Budget sets the expenditure limitation for the Town of Clarkdale for FY 2009-10.

The Preliminary Budget on the State Auditor General forms is expected to be completed on Monday, June 22nd. As soon as the budget forms are complete, staff will email the forms to the Council and post them as a link on our website. We will provide hard copies of the budget forms at the Council meeting.

Recommendation: Staff recommends that the Council adopt the Preliminary Budget for Fiscal Year 2009-2010 as presented.