

**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Rick Tadder, Finance Director, 213-2215  
**Date:** May 15, 2012  
**Meeting Date:** May 22, 2012



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**TITLE:** PUBLIC HEARING ON PROPOSED FY 2012–2013 BUDGET.

**RECOMMENDED ACTION:**

Open the public hearing, receive citizen input, and close the public hearing.

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**ACTION SUMMARY:**

- Policy Decision or Reason for Action:
  - In accordance with State law, a public hearing is required at the tentative adoption of the budget. This hearing provides for citizen input prior to adoption.
- Financial Impact:
  - Funds must be appropriated to allow for expenditures to occur.
- Connection to Council Goal:
  - Effective governance
- Options:
  - The City could delay the budget adoption process. The tentative budget must be adopted no later than the third Monday in July, and the final budget must be adopted in August. For the City to continue operations, a Continuing Disclosure resolution would need to be passed by Council to allow the City to fund expenditures, however any contracts or other expenditures directly related to the FY 2012-2013 budget would not be able to be entered into.
- Has there been a previous Council decision on this topic?
  - Council Budget Meetings on April 18, 2012 and April 19, 2012

**Division Director** (Acknowledgment that all reviews have been completed and required approvals initialed below.)

**ADDITIONAL INFORMATION:**

**Background/History:** The budget is generally presented for tentative adoption in late May or early June to assure funding is appropriated within Council goals and objectives at the beginning of the fiscal year.

**Key Considerations:** The key dates in the process have been presented as part of the action summary.

May 22, 2012	Tentative budget adoption public hearing
May 22, 2012	Tentative adoption of budget by Council
June 5, 2012	Truth in taxation, proposed budget and property tax level hearing
June 5, 2012	Property tax level approval by roll call vote
June 5, 2012	Final budget adoption
June 19, 2012	First reading property tax ordinance
July 3, 2012	Final reading and adoption of property tax ordinance

**Community Benefits and Considerations:** Public input into the budget process is necessary as a tool for the Council to use when determining the current year goals and objectives.


**Community Involvement:** This is the primary vehicle for the community to comment. Citizens are welcome to attend Council Budget Retreats. The City Manager's recommended budget was discussed during the Council Budget Retreat on April 18, 2012 and April 19, 2012. Public participation was available.

**Financial Implications:** Funds must be appropriated to allow for expenditures to occur.

**Options and Alternatives:** The City could delay the budget adoption process by a few weeks. The tentative budget must be adopted no later than the third Monday in July, and the final budget must be adopted in August. For the City to continue operations, a Continuing Disclosure resolution would need to be passed by Council to allow the City to fund expenditures, however any contracts or other expenditures directly related to the FY 2012-2013 budget would not be able to be entered into.

**Attachments:**

- None

INITIALS	RESPONSIBILITY	DATE	INITIALS	RESPONSIBILITY	DATE
	BIDS/PURCHASES			FINANCE/BUDGET	
	GRANTS			CONTRACTS	
	LEGAL	5/15/12		IGAS	

DATE OF COUNCIL APPROVAL: \_\_\_\_\_