

City of Bethel Action Memorandum

Action memorandum No.	19-24		
Date action introduced:	March 26, 2019	Introduced by:	Peter Williams, City Manager
Date action taken:	March 26, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Action Title: Approving the special meeting dates, times and structure for the City Council to Review and Amend the City Manager’s Proposed Fiscal Year 2020 Budget.

Attachment(s): None

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	

On April 1, 2019 Administration will present the City Council with the City Manager’s Proposed Fiscal Year 2020 budget. Per Bethel Municipal Code 4.04.050, the council shall adopt the budget and make the appropriations by ordinance no later than the 15th day of June. During the review period April-June 15, the Council will meet in special meetings to amend the proposed budget. The Council should have an ordinance introduced by May 28th, to help ensure the Public Hearing on the final FY 20 budget is adopted by the deadline. Failing the adoption by this deadline, the City Manager’s Proposed FY 20 budget as submitted or amended shall go into effect and be deemed to have been adopted by the Council.

Administration proposes to begin hold Special City Council Meetings the Tuesdays not otherwise held for Regular Meetings beginning and Thursdays, April 11 through June 6th with a meeting time from 6:00p – 8:30p.

The workflow of the Budget Meetings will be:

Revenue

General Funds:

- Public Works Department
- Administration
- Vehicles and Equipment
- Property Maintenance
- Streets and Roads

Enterprise Funds:

- Water and Sewer
 - Hauled water/Sewer
 - Piped Water/Sewer
 - Water Treatment Plants
 - Sewer Lagoon
 - Utility Billing
- Solid Waste
- Municipal Dock

Aquatic Center
Leased Properties
Transit System
~~General Funds:-~~
~~Public Works Department~~
~~Administration~~
~~Vehicles and Equipment~~
~~Property Maintenance~~
~~Streets and Roads~~
Police Department - to include E911
Fire Department
Finance Department
Planning
Information Technology
Administration
City Clerk
Legal
Community Services
In-kinds and Transfers/Internal Service Funds
Employee Group Health Benefits
Vehicles and Equipment
IT Services
Administrative Overhead

The City Council delegates the assignment of New Business items to the City Clerk that aligns with the Council's progression of the proposed list outline. All items discussed at the meetings will fall under unfinished business to allow the Council Members to go back through the budget to discussed items previously discussed.

Meeting Dates Broken Out

April Special Meeting Dates: 11, 16, 18, 25, 30

May Special Meeting Dates: 2, 7, 9, 16, 21, 23, 30

June Special Meeting Dates: 4, 6