

**NOTICE OF WORKSHOP
OF THE MEADOWLAKES CITY COUNCIL**

Notice is hereby given that a **WORKSHOP** of the Meadowlakes City Council will be held on Tuesday, the 3rd day of June, 2014, at 10:00 A.M. in the Meadowlakes City Hall at 177 Broadmoor, Totten Hall, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

- I. CALL TO ORDER
- II. DISCUSSION OF FY 2014/2015 BUDGET
- III. ACTION RELATED TO THE DIRECTION OF STAFF WITH REGARDS TO INVESTIGATION INTO FUNDING OF GOALS, PRIORITIES, AND PROJECTS AS MAYBE DETERMINED BY COUNCIL.
- IV. ADJOURNMENT

THE PUBLIC IS INVITED TO CITY COUNCIL MEETINGS

We, the undersigned authorities, do certify that this Notice of Meeting was posted at Meadowlakes City Hall and at the security gate and website, convenient to the public, on May 30, 2014, by 9:00 A.M. and remained so posted continuously for at least 72 hours immediately preceding the day of said meeting.

/s/ Mary Ann Raesener
Mary Ann Raesener, Mayor

/s/ Christy Fath
Christy Fath, City Secretary

Posting Removed: _____ **at** _____ **by** _____
(To be recorded upon removal, document retention at City Hall, posting removal date will not be reposted via website)



177 Broadmoor Street, Meadowlakes, Texas 78654
830-693-2951 Fax 830-693-2124

Memorandum

Date: May 30, 2014
To: Honorable Raesener and Council Members
From: Johnnie Thompson, City Manger
Subject: June 3, 2014 Council Meeting

Please find attached a copy of the agenda for your first budget workshop to be held on Tuesday June 3rd at 10:00 am. I have also attached an updated Budget Calendar for your review as well.

In general, workshops are very informal and allow the Council to discuss openly with staff items related to the agenda items of the workshop. Tuesday workshop is the first of several that we will be having in the coming months with regards to the budgeting process and budget for the City's upcoming fiscal year. The agenda for this workshop is very broad in nature which allows you to discuss openly amongst your fellow Councilmembers and staff your thoughts on projects and goals that you would like to see accomplished in fiscal year 2015 along with your priorities for such.

As mentioned above the agenda is very broad in nature however we must keep the discussion to only those items that are directly related to the upcoming budget and the only action that can be taken at this meeting is to authorize staff to investigate into funding the projects and goals that you would like to be considered for the fiscal year.

I will have some very preliminary budget numbers for you on Tuesday. As I have previously mentioned I like to take a two prong approach to the budgeting process. The first involves the development of a budget that reflects the current level of services being provided to our citizens at current rate and fees. The second part of the budgeting process is the incorporation of items that either would reduce or increase the level of services being provided and funding for additional projects that Council and staff would like to see accomplished in the

upcoming fiscal year and a means of providing the additional funds for funding such request.

Should you have any questions please feel free to drop by or give me a call.

City of Meadowlakes

Fiscal Year 2014-2015 Budget Calendar

<u>Date</u>	<u>Responsibility</u>	<u>Action to be taken</u>	<u>Progress</u>
April 2014	City Manager	Begin compiling budget data including estimated fiscal year 2013-2014 revenues and expenses	In progress
April 1- May 1	Chief Appraiser	Send notices of appraised value	In progress
April 30th	Chief Appraiser	Prepares and certifies the estimated of taxable value of property within City	Received
May 21, 2014	City Council	City Council approves Budget Calendar for fiscal year 2014-2015.	Completed
Workshop #1 June 3rd, 2014 10:00 am	City Council & Staff	Workshop for strategic planning with regards to establishing goals, priorities and projects anticipated for fiscal year 2014-2015.	
Mid-June to Mid-July	City Manager & Staff	Develops tentative draft budget	
Workshop #2 July 8th, 2014 3:00 pm	City Council & Staff	Presentation of draft working fiscal year 2014-2015 budget to Council for discussion, review and recommendations	
Workshop #3 July 15th, 2014 10:00 am	City Manager & Council	Continuance of July 8th	
Workshop #4 (If required) July 22nd, 2014 (time to be determined)	City Manager & Council	Final review of preliminary budget prior to City Manager filing with City Secretary. Council establishes the date/time/place of the one public hearing required prior to the adoption of the budget. The hearing date must be at least 16 days after the filing of the preliminary budget with the City Secretary. (Action maybe taken at the July 15th workshop if Council determines another workshop is not required)	
July 16th or July 23rd, 2014 depending on date of final workshop	City Manager	File preliminary budget with City Secretary. Note: The draft budget must be filed with the City Secretary 30 days prior to the adoption of the City's property tax rate.	
July 25th	Chief Appraiser	Certifies the taxable value of property within the City	
July 28 to August 7th	Chief Appraiser	Publish required notice of effective and rollback tax rates.	
August 12th, 2014	City Council	Establishes preliminary property tax rate and established time/place/time of required public hearings. The earliest the tax rate can be adopted would be August 22nd based on the preliminary budget being filed on July 23rd.	
August 26th, 2014	City Council	Conducts 1st public hearing on tax rate.	
September 2nd, 2014	City Council	Conducts 2nd public hearing on tax rate and public hearing on budget.	
September 9th, 2014	City Council	Adoption of budget and tax rates.	