



**NOTICE OF A WORKSHOP MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, MAY 17, 2012 AT 1:00 P.M.
CONFERENCE ROOM 2-A
CITY HALL
200 W. VULCAN
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. FY 2012-13 Pre-Budget Planning**

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Adjourn

Executive Sessions: The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiations.

CERTIFICATION

I certify that a copy of the May 17, 2012 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on May 11, 2012 at _____ AM PM.

Jeana Bellinger, TRMC
City Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____, 2012 at _____ AM PM.

Signature

Title



AGENDA ITEM 2

DATE OF MEETING: May 17, 2012	DATE SUBMITTED: May 14, 2012	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Terry K. Roberts	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: FY 2012-13 Pre-Budget Planning		
SUMMARY STATEMENT: See Attached		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS:		
B. CONS:		
ALTERNATIVES:		
ATTACHMENTS: (1) Memo from Terry Roberts		
FUNDING SOURCE (Where Applicable):		
RECOMMENDED ACTION:		
APPROVALS: Terry K. Roberts		



To: Mayor and City Council
From: Terry K. Roberts, City Manager
Subject: Council Pre-Budget FY13
Date: May 14, 2012

The pre-budget workshop provides an opportunity for the budget management team to brief the City Council on what to expect for the FY12-13 budget. It will afford you an opportunity to react to this information and provide the staff focus and direction as we review departmental requests. Department heads have submitted draft budgets and updated their five year capital plans. Our pre-budget workshop takes place approximately two months ahead of actual budget workshops in late July.

As in past years, we will primarily focus on the General Fund. We will look at our forecast of the revenues and expenditures for the coming budget year at the mid point of the current budget year. Debbie Gaffey, our budget officer, heads up the budget process for our management team. She will highlight our finances with a power point presentation. She will show you trends in recent years as well as a forecast for the coming year. For example, there are three major sources of revenue to the General Fund and Debbie's power point will graphically show the trends in each one.

Expenditures are tracked as well. The power point will show expenditure trends in major categories including personnel as well as which spending categories are trending higher and which are trending lower.

We will touch briefly on interlocal agreements (ILAs) with Washington County. The agreements were essentially redrawn two years ago and need to be re-addressed in 2012. There are many that should be addressed from a funding equity standpoint but I believe we should focus our efforts this year on the public safety related ILAs including fire and rescue service, jail for dispatch, animal control/shelter and BVWACS radio participation.

The ILAs are a very important part of our budget work but we also need to stay focused on the entire budget process. The Mayor has expressed a willingness to utilize the same Council Committee that met with the County two years ago to maintain continuity; however, the County team will be different. Judge Morgan has retired and Commissioner Hannath indicated he thought Judge Brieden may appoint another commissioner to work through the discussion of the agreements.

Another topic of conversation involves the Community Services Budget. The Council Committee that meets with the various agencies would appreciate some feedback from Council about the size of the Community Services budget. Last year, the Council asked the Committee to reduce the overall budget by 20% and that goal was met. Since Councilmember Williams could not attend the pre-budget workshop, the Community Services Committee met to discuss the "size of the pie" topic and they will be ready to share their thoughts with you Thursday.

We will spend some time in the pre-budget workshop talking about capital projects funding. Some capital projects can be funded in the operating budget such as some equipment replacements and smaller capital projects. There are other projects such as major facilities and major thoroughfare construction that can only be accomplished through bond financing. Whether projects are funded through Council approved certificates of obligation or voter approved general obligation bonds, there are projects that should be financed over a longer period of time. We will touch on some of those projects that have been discussed in recent years. We will also look at debt service capacity in the General Fund over the next four or five years.

The pre-budget workshop is looking at the bigger picture. The three day budget workshops reviewing departmental budgets are more focused on developing a single balanced budget.