

# Mayor and City Council Agenda Item Request

---

**Meeting Date:** 3/21/2016

**Type:** Announcement

---

**Call to Podium:**

Stephanie M. Walker, Director of Finance & Administration

**Agenda Item Title:**

Introduction of an Ordinance to Adopt the City Budget for the Fiscal Year July 1, 2016 through June 30, 2017, and Levying and Ad Valorem Tax on all Assessable Property Within the City of Gaithersburg, Maryland

**Responsible Staff and Department:**

Stephanie M. Walker, Director of Finance & Administration

**Desired Outcome from Council:**

Introduce Ordinance from the Budget Public Hearing and Notify the Public that the hearing will be held on Monday, April 18, 2016.

Public Hearing History	
Introduction Date:	3/21/2016
Advertisement Date :	3/31/2016
Public Hearing Date:	
Policy Discussion Date:	
Anticipated Adoption Date:	

**SUPPORTING BACKGROUND ON NEXT PAGE**

# Mayor and City Council Agenda Item Request

## Supporting Background Information:

Each year the City adopts its annual budget and financial plan. The attached ordinance is a draft of the proposed ordinance that is used to adopt the City's budget and its tax rates.

Prior to the final adoption of the budget several other steps will occur as follows:

- Staff introduce the budget ordinance and request the Mayor and Council announce the public hearing dates.
- Staff prepare an public advertisement of the budget which is scheduled to be posted in the Washington Post on March 31, 2016.
- Staff prepare the detailed budget workbook which is provided to the Mayor and City Council, as well as posting on-line. Physical copies are available for review at City hall. This is scheduled to occur by April 6.
- A public hearing is scheduled for April 20 for any public comment on the proposed budget.
- The Mayor and City Council hold budget work session which is scheduled for April 25 and, if necessary, April 26, 2016.
- The record for public comment is scheduled to remain open until May 11, 2016
- It is anticipated that the budget would be brought forth to the Mayor and Council for final adoption on June 6, 2016.

The budget ordinance has one new change to it this fiscal year, which is an additional line that appropriates revenues for the Stormwater Fund. These revenues consist of stormwater fees and interest income that will be shown directly in the Stormwater Fund.