

MURFREESBORO CITY COUNCIL  
AGENDA

SPECIAL MEETING

January 19, 2017

5:15 p.m.

Conference Room 218

**New Business**

1. Consider FY 2018 Budget Goal Setting.

**Adjourn**



... creating a better quality of life.

January 17, 2017

Honorable Mayor and Members of City Council:

**RE: FY 18 Budget Goal Setting**

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City Council will conduct a special meeting on January 19<sup>th</sup> at 5:15 pm in Room 218. The purpose of the meeting is to identify and discuss goals for FY 18. As you know, the City's four major goals are

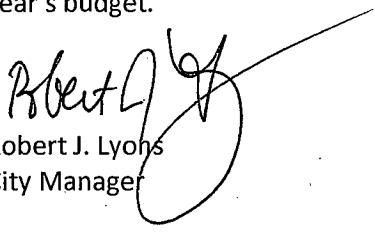
1. Safe and Livable Neighborhoods
2. Strong and Sustainable Financial and Economic Health
3. Excellent Services with a focus on Customer Service
4. Engaging our community

Compensation

Fox Lawson/Gallagher are conducting a market study of salaries and benefits, which will be completed in time for FY 18.

In the past, I have held one-on-one meetings with Council to obtain ideas, suggestions and potential goals for an upcoming budget. The special meeting will replace those one-on-one meetings.

On behalf of our team, we look forward to getting your input and direction as we begin preparing next year's budget.

  
Robert J. Lyons  
City Manager

Administration Department

111 West Vine Street \* PO Box 1139 \* Murfreesboro, Tennessee 37133-1139 Phone 615 849 2629 \* Fax 615 849 2679  
TDD 615 849 2689 [www.murfreesborotn.gov](http://www.murfreesborotn.gov)

# FY 18 Budget Calendar

Date	Responsible Party	Required Activity	Reference	Status
<b>January 12</b>	City Manager	Distribute FY 18 Budget Calendar		
<b>January</b>	City Manager City Council	City Council Workshop to obtain input on FY 18 budget goals		
<b>February 1</b>	Finance Director	Distribute non-city agency funding request forms		
<b>February 24</b>	Department heads	Due date for New Position Requests and Classification Requests		
<b>Late February/Early March</b>	City Manager Finance Director	Distribute Budget Instructions MUNIS Budget entry available Distribute Budget Forms (Personnel Action, Vehicle Request and Budget Narrative)		
<b>March 24</b>	Department heads	Deadline for MUNIS Budget entry Submit Requested budget forms and narrative to Asst Finance Director		
<b>March 27-April 10</b>	City Manager Finance Director	Export of MUNIS budget requests to budget document format		
<b>March 31</b>	Non-city Agencies	Submit non-city agency requests for funding		
<b>Early April</b>	City Manager	City Manager review of budget requests		
<b>April 10-14</b>	City Manager Finance Director	Budget Review sessions with department heads		
<b>April 14</b>	City Manager Finance Dir	Finalize revenue estimates and Risk Mgmt estimates		
<b>May 15</b>	City Manager	Submit to Council the assessment of taxable property as determined by Assessor	Charter Section 83	
<b>May 15</b>	City Manager	Deadline to submit budget to City Council	Charter Section 74	
<b>May 20</b>	City Manager	Budget Legal Ad in Post	Charter Section 76	
<b>May 24-June 8</b>	City Council	Budget Review Sessions	Charter Section 76	
<b>June 8</b>	City Council	Budget Public Hearing and First Reading of Tax Rate Ordinance and Appropriation Ordinance		
<b>June 15</b>	City Council	Second Reading		
<b>July 1</b>	City Council	Start of FY 18	Charter Section 73	