

TOWN OF MANSFIELD
SPECIAL TOWN COUNCIL MEETING

Wednesday, April 2, 2014

Council Chamber
Audrey P. Beck Municipal Building
6:30pm

A G E N D A

Call to Order/Roll Call

1. Staff Reports/Communications
2. Programmatic Review (review narratives)
 - a. Community Services (Including Contributions to Area Agencies)
(Sec. F, p. 155-171)
 - b. Community Development - Building & Housing Inspection (Sec. F,
p. 173-178)
 - c. Town Wide (Sec. H, p. 197-201)
3. Internal Service Funds
 - a. Management Services Fund (Sec. T, p. 265-270)
4. Operating Transfers to Other Funds (Sec. I, p. 203)
5. Other Governmental Funds
 - a. Debt Service Fund (Sec. P, p. 241-247)
 - b. Capital Non-recurring Fund (Sec. J, p. 225-226)
6. Proposed Budget Review Calendar (Revised 03/31/14)
7. Discussion of Proposed Budget/Council Questions

Adjournment



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Department Heads
Date: April 2, 2014
Re: Proposed Budget Review Calendar (Revised 03/31/14)

Subject Matter/Background

Attached please find proposed revisions to the budget review calendar.

The most substantive changes consist of rescheduling the April 14th Council Budget Workshop and Public Hearing on the Budget to a new date of April 15, 2014, as well as the addition of a Special Meeting for April 24, 2014.

It has been brought to our attention that the Council voted at their regular meeting on December 9, 2013 to cancel its regular meeting on April 14, 2014 in observance of Passover. Consequently, staff is recommending that we move the April 14th Council Budget Workshop to 6:00 PM on April 15, 2014 and schedule a Special Council meeting for 8:00 PM on April 15, 2014 to consider a small number of key items, including a Public Hearing on the Budget.

Recommendation

Staff recommends that the Town Council adopt the proposed budget review calendar as revised on March 31, 2014.

If the Council concurs with this suggestion, the following motion is in order:

Move, to adopt the Proposed Budget Review Calendar for FY 2014/15 as revised on March 31, 2014.

Attachments

1) Proposed Budget Review Calendar (Revised March 31, 2014)

Proposed Budget Review Calendar
For Budget Year 2014/15

REVISED 03/31/14

DATE	TIME	ITEM
Mar. 24	Mon 6:00 PM	<p>Council Budget Workshop - Budget Presented to Town Council (in advance of regular mtg)</p> <p>Location - Council Chambers - Beck Building</p> <ul style="list-style-type: none"> - Introduction to the Budget & Review of Process - Major Cost Drivers - Policy changes & initiatives (Issue Papers) - General Fund Revenue Review
Mar. 27	Thu 6:30 PM	<p>Council Budget Workshop</p> <p>Location - Council Chambers - Beck Building</p> <ul style="list-style-type: none"> - Programmatic Review (review narratives) <ul style="list-style-type: none"> = Community Development (Planning & Zoning, Economic Development) = General Government = Public Safety
Apr. 2	Wed 6:30 PM	<p>Special Town Council Meeting</p> <p>Location - Council Chambers - Beck Building</p> <ul style="list-style-type: none"> - Programmatic Review (review narratives) <ul style="list-style-type: none"> = Community Services (Incl. Contributions to Area Agencies) = Community Development (Building & Housing Inspection) = Town Wide - Internal Service Funds: <ul style="list-style-type: none"> = Management Services Fund - Operating Transfers to Other Funds - Other Governmental Funds <ul style="list-style-type: none"> = Debt Service Fund = Capital Non-recurring Fund - Proposed Budget Review Calendar (Revised 3-31-14)
Apr. 3	Thu 7:00 PM	<p>Public Information Session #1 on Mgr's proposed budget</p> <p>Location - Council Chambers - Beck Building</p>
Apr. 8	Tue 6:30 PM	<p>Council Budget Workshop</p> <p>Location - Council Chambers - Beck Building</p> <ul style="list-style-type: none"> - Other Agencies/Funds <ul style="list-style-type: none"> = Board of Education - with the Board = Parks & Recreation Fund = Day Care Fund = Eastern Highlands Health District = Mansfield Downtown Partnership = Cemetery Fund/Long Term Investment Pool
Apr. 15	Tue 6:00 PM	<p>Council Budget Workshop</p> <p>Location - Council Chambers - Beck Building</p>

DATE	TIME	ITEM
		- Programmatic Review (review narratives) - Public Works - Capital Improvement Program - Public Works - Solid Waste Fund and Town Aid Road Fund - Sewer Funds - Transit Management Fund
Apr. 15	Tue 8:00 PM	Public Hearing on Budget (part of Special Town Council meeting) Location - Council Chambers - Beck Building
Apr. 14 - 18		School Break
Apr. 22	Tue 6:30 PM	Council Budget Workshop Location - Council Chambers - Beck Building - Internal Service Funds: = Health Insurance Fund = Worker's Compensation Fund - Capital Improvement Program - General Gov, Facilities Mgmt, Public Safety, Comm Services, Comm Dev, Education
Apr. 24	Thu 6:30 PM	Council Budget Workshop Core Services and Flagged Items Discussion Location - Council Chambers - Beck Building
Apr. 28	Mon 6:00 PM	Adoption of Budget and Recommended Appropriations (in advance of regular meeting) Location - Council Chambers - Beck Building
Apr. 30	Wed 6:30 PM	Adoption of Budget and Recommended Appropriations (if necessary) Location - Council Chambers - Beck Building
May 5	Mon 7:00 PM	Region #19 Annual Meeting
May 6	Tue 6AM - 8PM	Region #19 Budget Referendum Held in the towns of Ashford, Mansfield and Willington
May 7	Wed 7:00 PM	Public Information Session #2 Location - Council Chambers - Beck Building
May 13	Tue 7:00 PM	Annual Town Meeting Mansfield Middle School Auditorium
IF PETITIONED		Budget Referendum Location - Council Chambers - Beck Building
IF PETITIONED		Special Town Council Meeting Location - Council Chambers - Beck Building