



## Legislation Text

---

File #: 23-2288, Version: 1

---

### FINANCIAL BUSINESS REQUEST (FBR)

#### **Motion/Request:**

MOTION to approve the Town Council Department Fiscal Year 2024/2025 Budget in the amount of \$191,356.

#### **Background:**

As part of the Fiscal Year Budget Preparation process the Town Council is required to approve a Town Council Department Budget to be included in the Mayor's proposed budget (please see attached excel spreadsheet).

The Town Council's Department Budget would come back to the Finance Committee / Town Council as part of the Annual budget deliberation preparation process.

The proposed Fiscal Year 2024/2025 Town Council Department Budget is presented in the amount of \$191,356; an Increase of \$1,815 over the current year's budget due to increase in Auditor's Fee..

The Town Council Department proposed Fiscal Year 2024/2025 includes salaries for employees, funds for the annual audit along with legal fees and other operating expenses. There were no major changes to the expenses.

The Salary Lines are listed at the current year's salary, the Mayor's Office will update in accordance with the "*Resolution Establishing Administrator/Department Head Benefits*" "*Employees shall be paid at the rate as designated by the Mayor or contractually negotiated. Increases in wages shall be effective on the first day of July; and continuing until June 30, 2025, wage increases may not be less than the percentage of the highest union contracted increase for that fiscal year.*"

For clarification, the Town Council budget does not include funding for the members of the Town Council, they do not receive a stipend or compensation for serving the community.

The Town solicited Requests for Proposals (RFP #2022-09) for Auditing Services for fiscal years ending June 30, 2022 and June 30, 2023; which also included two one-year extensions options.

The Audit for the Fiscal Year Ending June 30, 2024 will be the first one-year extension. Please see attached email dated 11/30/2023 from CliftonLawsonAllen LLP.

#### **Department Comment/Recommendation:**

To approve the Town Council Department proposed Fiscal Year 2024/2025 as presented. The proposed budget was reasonable, there were no major changes to the expenses.

**Finance Director Comment/Recommendation:**  
(type text here)

**Mayor Comment/Recommendation:**  
(type text here)