

MEMORANDUM

To: Honorable Mayor & City Council

From: Toni Kunz, City Administrator

Date: August 4, 2026

Agenda Item Budget Workshop:

Action Requested: Discussion

Overview and Background:

Key changes to budget format:

- Combine all Employee Appreciation line items under Administration
- Combine all day-to-day City Hall operation line items under Administration
 - OFFICE SUPPLIES includes DPW
 - POSTAGE / METER RENTAL includes DPW
 - PRINTING / COPYING for main printer
 - GENERAL SUPPLIES
 - JANITORIAL SUPPLIES
 - UTILITIES
 - TELEPHONE - LAND LINE
 - BUILDING MAINTENANCE

Financial Considerations:

- Pavement Restoration (presentation at June 23, 2026 meeting) to preserve recently paved streets
- Resurrect street improvements (assessment completed by Adurra October 2025)
- Fee schedule and permitting requirements to reflect general oversight, services provided and applicable charge back amounts.
- Current committed contracts for services: legal, audit, IT, Municipal Court support (judge, associate judge, lawyer, prosecuting lawyer), collection agencies (court, utilities), grant services, financial advisor, engineering, etc.
- Current committed projects being funded by grants, loans, and possible other sources of funding.
- Staff retention and competitive salaries.
- Current assets and equipment commitments (own, purchase, and lease) evaluation for replacement.