



## CITY COUNCIL MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA - City Manager

**FROM:** Susi Lampe, IaCMC, IaCFO – City Clerk/Treasurer

**DATE OF MEETING:** March 25, 2024

**ITEM TITLE:** Set a hearing for the Fiscal Year 2025 Budget

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### **BACKGROUND:**

The next step in the budget process is to set a public hearing on the regular budget. This hearing requires a public notice. For cities with a population of more than 200 in the last official census, the notice must be published in a newspaper of general circulation within the city not less than 10 (3/29/2024) and not more than 20 (3/19/2024) days **prior** to the date of the public hearing (4/8/2024).

### **DISCUSSION:**

This step must be taken to move forward with the Fiscal Year 2025 budget process. Any questions related to this item must be asked during the public hearing.

### **RESULTS:**

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Support and Empower Workforce and Engaging and Catalyzing Community. This item helps achieve that vision by providing staff with adequate budget authority to complete their duties throughout the year, as well as providing budget authority for authorized projects and new programs (if any) throughout the year. Scheduling a public hearing such as this allows for proper notification to residents so that they may attend to voice concerns.

### **FINANCIAL CONSIDERATION:**

There will be publication costs related to the hearing being published in the required time frame. This is already budgeted in the City Administrative budget.

### **RECOMMENDATION:**

Staff recommends a motion to set April 8, 2024, at 4:45 pm as a Public Hearing on the Fiscal Year 2025 Budget.