

A **Pre-Budget Committee Meeting** for the City of Newport is scheduled for February 23rd at 6:00 p.m. in the City Hall Council Chamber.

Like last year's meeting, it will be informal, and it is not mandatory, though we encourage you to attend.

Unlike last year's meeting, this will not focus on training, process, roles or responsibilities (though we will attempt to answer any questions that you may have).

Rather it will focus on:

This year's budget-to-actual results and the forecast for this year as of 30 June 2011 ("where we are right now" ... and where we expect to be)

What, if anything, we should do differently in future budgets that we didn't do in prior ones

A brief explanation of budgetary terminology, especially those that are easily confused (appropriations, unappropriated ending fund balance; contingency, reserve, resolution transfer, and supplemental budget, even "fte", which sometimes seems to be not fully understood)

A review of the budget calendar

It is important to note that we cannot discuss next year's budget specifically ... I will have more information on this subject that evening.

A tentative agenda:

6:00 – 6:10	Introductions
6:10 – 6:20	Budgetary terminology
6:20 – 6:30	Budget Calendar
6:10 - 6:45	"Where we are right now; where do we expect to be" (This can take as long as you'd like it to)

See you next Wednesday!

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City of Newport OR
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P.S. ALL MY CORRESPONDENCE CONCERNING NEXT YEAR'S BUDGET WILL HAVE AS ITS SUBJECT LINE, "FY12 Budget" so that it can be automatically filed in one MS Outlook Folder