

SARASOTA COUNTY GOVERNMENT
Office of the County Administrator

INTEROFFICE MEMORANDUM

TO: Board of County Commissioners

FROM: James L. Ley, County Administrator

DATE: May 27, 2009

SUBJECT: **FY2010 Budget Task Force**

On May 12, the Board passed a motion to establish a citizen's "Budget Task Force" which will review the proposed FY2010 County budget following the June workshops and will provide suggestions/recommendations to the County Commission in the form of a public report."

The proposed format is a series of five public meetings over the course of the next three months, beginning with Session One prior to the June budget workshops where the Task Force will be provided information on our organizational management philosophy and will be provided with an extensive overview of the government budgeting process. Sessions Two through Four, occurring after the June budget workshops, will be at least two hours in length, with read ahead material provided to each Task Force member in preparation for the next session's topic(s). These sessions will be specific business unit budget discussions, led by each of our Executive Directors and their staffs outlining their proposed FY2010 budgets; the format of each session will consist of 15-20 minute staff presentations and an hour of Task Force Q&A. The final Session will consist of any follow-up questions to staff that the Task Force may have and any final business prior to their official report to the Board to be scheduled for September 8, 2009.

The tentative schedule is detailed below:

- (1) Session One – Date: TBD (within next two weeks prior to Budget Workshops)
 - a. Management Philosophy
 - b. Budgeting Overview
 - c. Overview of schedule and process for Task Force

- (2) Session Two – Date: TBD (July)
 - a. Questions from Session One and/or Budget Workshops from Task Force
 - b. Focus on General Fund
 - i. Community Information and Education
 - ii. Parks and Recreation
 - iii. Facilities
 - c. Preview of next session – provide read ahead material

- (3) Session Three – Date: TBD (July)
 - a. Questions from Session Two
 - b. Focus on Enterprise Funds
 - i. Planning and Community Development
 - ii. Mobility (including SCAT)
 - iii. Water
 - iv. Environmental Resource Management
 - c. Preview of next session – provide read ahead material

- (4) Session Four – Date: TBD (August)
 - a. Questions from Session Three
 - b. Focus on non-General Fund Ad valorem and Internal Operations
 - i. Health and Human Services
 - ii. Public Safety
 - iii. Capital Management Services
 - iv. Environmentally Sensitive and Park Lands
 - v. Internal Services

- (5) Session Five – Date: TBD (August)
 - a. Task Force Final Q&A
 - b. Wrap-up

- (6) Presentation to BCC on final report-out – Date: September 8th

Attachment

- c: Deputy County Administrators
Jeffrey C. Seward, Chief Financial Planning Officer
Executive Directors