

## **RESOLUTION NO.**

**WHEREAS**, it is the responsibility of the City Council to consider and approve both the budget and the budget policies of the City of Austin; and

**WHEREAS**, City Charter Article V, Section 2, Paragraph 4 directs the City Manager to “Keep the council advised on the financial condition and future needs of the city and make such recommendations as may seem desirable.”; and

**WHEREAS**, City Charter Article VII, Section 2, Paragraph 3 requires the Chief Financial Officer to “Submit to the council through the city manager a monthly statement of all receipts and disbursements in sufficient detail to show the exact financial condition of the city.”; and

**WHEREAS**, the Budget Office currently submits quarterly performance reports to the City Council, as well as the monthly reports required by the City Charter; and

**WHEREAS**, it is in the best interest of the City for the Council to have as much information as possible available throughout the year to facilitate budget deliberations;

**WHEREAS**, personnel costs, staffing levels, and staffing vacancies, as well as expenditures from the budget stabilization reserve, represent significant considerations during the development of the City budget each year; and

**WHEREAS**, City Charter Article VII, Section 15 provides the City Manager the authority to make purchases without further approval from the Council if the purchase is within the limits established by the City Charter, as updated each year for inflation; and

**WHEREAS**, reporting for purchases made using this administrative authority of Article VII, Section 15 is currently distributed to City Council annually; and

**WHEREAS**, City Council has the opportunity to make reporting for administrative authority purchases readily available to interested parties by requiring more frequent reporting; **NOW, THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

1. The City Manager to include in the Performance reports the following information, effective for the report covering the first quarter of Fiscal Year 2007-2008:
  - (a) the status of all vacant full-time equivalent positions (both those carried over from the previous budget year and those created by the most recent budget process) as of the end of the reporting quarter; and
  - (b) a report of expenditures made from the budget stabilization reserve during the reporting quarter.

**BE IT FURTHER RESOLVED:**

The City Manager is directed to provide monthly reports of purchases over \$5,000 made using the City Manager's administrative authority under City Charter Article VII, Section 15.

**ADOPTED:** \_\_\_\_\_, 2007

**ATTEST:** \_\_\_\_\_

Shirley A. Gentry  
City Clerk