



# Takoma Park City Council Meeting – October 9, 2024

## Agenda Item 1

### **Voting Session**

Resolution Adopting the FY26 Budget Calendar

### **Recommended Council Action**

Review and adopt the Resolution Establishing the FY26 Budget Calendar

### **Context with Key Issues**

Following the second FY26 Budget Calendar work session last week, staff drafted the attached resolution. The only change to the budget calendar itself from the September 25<sup>th</sup> meeting is the removal of the candidate orientation, and the public survey launch date was pushed back two days to October 16<sup>th</sup> to allow for some additional feedback on the draft survey and translation services.

### **Council Priorities**

Advancing a Community of Belonging; Fiscally Sustainable Government; Environmentally Sustainable Community; Engaged, Responsive, Service-Oriented Government; Community Development for an Improved and Equitable Quality of Life.

### **Environmental Considerations**

Investments towards the City's goal of environmental sustainability is an integral part of the budget prioritization and development.

### **Fiscal Considerations**

The schedule informs the development of the FY26 budget.

### **Racial Equity Considerations**

Regular evaluation of municipal processes is integral in combatting institutional racism and biases.

### **Attachments and Links**

- [FY25 Cover Memo - September 25, 2024 & September 18, 2024](#)
- Resolution Adopting the FY26 Budget Calendar
- Final Revised FY2026 Budget Calendar

Introduced by:

**CITY OF TAKOMA PARK, MARYLAND**

**RESOLUTION 2024-\_\_  
Resolution Adopting the FY2026 Budget Calendar**

**WHEREAS,** at the conclusion of the FY24 budget schedule, the City Council passed Resolution 2023-15 establishing certain policy objectives associated with the subsequent fiscal year’s budget; and

**WHEREAS,** as part of that resolution, the Council formed a budget work group that evaluated “relevant budgetary practices of Maryland municipal structures for inclusion in the City budgetary preparations”; and

**WHEREAS,** following several months of research and meetings with City staff, in September, 2023, the work group presented a draft proposed budget calendar for FY25 that was later adopted by the Council; and

**WHEREAS,** the City Council desires to continue its annual adoption of a fiscal year budget calendar to ensure steady pacing and adequate time for the City Manager and their staff to develop the budget while also including opportunities for public engagement, fiscal forecasting, budget orientation/onboarding to newly elected councilmembers, and the formalized adoption of council budget priorities; and,

**WHEREAS,** at the September 18 and 25, 2024 regular City Council meetings, the City Council held work sessions on a proposed draft FY26 budget calendar.

**NOW, THEREFORE, BE IT RESOLVED,** that the City Council of Takoma Park, MD, hereby adopts the Fiscal Year 2026 Budget Schedule, attached hereto as Attachment A.

Adopted this \_\_\_\_ day of October, 2024.

AYE:

NAY:

ABSENT:

ABSTAIN:

Attest:



**DRAFT – FY26 BUDGET SCHEDULE**

\*Denotes City Council meeting dates

September 10	Candidate Nominating Caucus
September 18*	Work session – FY26 budget schedule
October 9*	Voting Session – Approval of FY26 budget schedule
October 16	Community Survey Launched
November 5	Elections
November 12	Community Budget Forum
November 18	Swearing-in Mayor & Councilmembers
November 20*	City Council Orientation Council Budget Priorities Survey Released Presentation– Comprehensive FY24 financial report and audit; Police Pension Plan actuarial valuation Work session – City Manager FY26 Budget Projections
December 2	Community Survey Closes Council Budget Priorities Survey Due
December 4*	Work Session – Council Budget Priorities & Survey Results
December 11*	Overview/Orientation – CIP & Equipment Replacement Reserve (tentative date) Work Session – Council Budget Priorities Resolution
December 12 – January 7	Council holiday recess
January 8*	Voting Session – Council Budget Priorities Resolution
February 15	City receives Constant Yield Rate
March 5	Proposed FY26 Budget Book posted
March 12*	City Manager presents overview of draft FY26 budget to Council; Department budget presentations (Part 1) - Administration (City Manager’s Office; IT; HR; ARPA; Finance; City Clerk; Communications)

March 19*	Department budget presentations (Part 2) – DPW, HCD, Library
March 26*	1st public hearing on FY26 budget; Department budget presentations (Part 3) – PD, Recreation
April 2*	Work session – Reconciliation 1;
April 9*	2nd public hearing on FY26 budget; Work session – Reconciliation 2
April 16*	Voting session – Reconciliation
April 30*	Voting session – First reading of ordinance adopting FY26 budget
May 7*	Voting session – Second reading of ordinance adopting FY26 budget