

## STAFF REPORT

April 22, 2019

**Topic:** First Reading of Resolution 2019-05, relative to the acceptance of unanticipated revenue in an amount of less than \$10,000, outside of the adoption process of the City's annual budget, per NH RSA 31:95-b and to schedule a Second Reading and Public Hearing on May 13, 2019.

**Discussion:** NH RSA 31:95-b allows for a process where unanticipated revenue in an amount of less than \$10,000 may be accepted and expended by the governing body, outside of the regular budget adoption process and without a public hearing. Notice of acceptance of these funds needs to be listed on an agenda at a Regular City Council Meeting.

**If the City Council were to adopt the provisions of 31:95-b, it would not be enacted immediately as it is the first step of a process which would include a Charter Amendment ballot question which would need to be approved by voters in November, 2019.**

Both the State's Attorney General's office and Secretary of State's office recommend that the process that the City Council should use would be to first adopt the statutory provisions and then apply for review of the charter amendment language.

**Fiscal Impact:** There would be an undetermined savings and a streamlined process to the City by not having to pay for public hearing advertisements every time a relatively small, unanticipated revenue needed to be accepted.

**Staff Recommendation:** Staff recommends that the City Council begin the approval process for NH RSA 31:95-b and if adopted, continue the process of receiving approval for a Charter Amendment proposal to be voted on at the municipal election in November, 2019.

**This report submitted by:** Scott Myers, City Manager

**Proposed motions:**

1. *"I move to waive a reading of this Resolution in its entirety and to read by title only"*
2. *"I move the first reading of Resolution 2019-5, acceptance of unanticipated revenue per NH RSA 31-95-b"*
3. *"I move to schedule a Second Reading and Public Hearing on May 13, 2019 during the regular City Council meeting to receive input prior to adoption"*