



**CITY OF WASILLA**

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**COUNCIL MEMORANDUM  
NO. 95-04**

**FROM:** Councilman Chappel  
**DATE:** January 5, 1995  
**SUBJECT:** Council Policy on Budget Recap

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I request that Mayor Stein direct the Finance Department to provide a Budget Recap Report of all operating departments in various formats for the Council's review and recommendation on which type of recap report to be placed in the Council packet.

Please consider adoption of Council Policy No. 95-01 establishing that the Council will receive a budget recap each month.

**COUNCIL POLICY NO. 95-01**

**Title: Budget Recap Procedure**

It is hereby City policy that a Budget Recap Report will be placed in the Council packet in the following manner:

1. At the first Council meeting after the month-end report has been completed;
2. The Budget Recap will be placed in the budget section of the Council packet;
3. The Budget Recap will be printed on letter size (8.5" X 11") paper; and
4. The Budget Recap will be a recap of all operating departments.

This policy becomes effective \_\_\_\_\_, 1995.

ATTEST:

*Delayed  
No action taken*

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Marjorie D. Harris, CMC  
City Clerk

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John C. Stein, Mayor

(SEAL)

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Date Approved