

TOWN OF BARNSTABLE, MASSACHUSETTS



Barnstable Harbor Inner Channel

FISCAL YEAR 2023

TOWN MANAGER'S PROPOSED OPERATING BUDGET

MARK S. ELLS, TOWN MANAGER





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Barnstable
Massachusetts**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director

*The Government Finance Officers Association of the United States and Canada (GFOA) has presented a Distinguished Budget Award to the Town of Barnstable for the fiscal year beginning July 1, 2021. The award is the highest form of recognition in governmental budgeting. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This is the **twentieth consecutive year** that the Town of Barnstable has been presented with this prestigious award.*

The criterion on which the award for fiscal year 2022 was based is that which has been used as a guide in preparing the budget for fiscal year 2023. Therefore, it is my belief that the Capital and Operating budgets presented for fiscal year 2023 conform to program requirements, and I will submit them to GFOA to determine their eligibility for another award. My Staff, Mark Milne, Finance Director, and Nathan Empey, Finance/Budget Analyst, are to be congratulated for their parts in this and the previous awards.

Mark S. Ells
Town Manager

FY 2023 Budget Action Calendar

DATE	ACTION
Tuesday, September 28, 2021	Town Manager issues instructions to Municipal Departments for FY23 Operating & Capital budgets
Monday, October 4, 2021	Municipal Departments submit preliminary listing of any proposed FY23 position changes with supporting justification to Human Resources (HR) with copy to Town Manager
Wednesday, October 20, 2021	School Committee Workshop – Strategic Plan and Priorities
Thursday, October 21, 2021	Town Council conducts joint meeting with School Committee in accordance with Town Charter to review financial condition and financial policies of the Town
Monday, October 25, 2021	Town Manager & School Superintendent develop annual policy agreement on allocation of projected FY23 General Fund revenue growth
Monday, November 1, 2021	Departments (including School) submit Capital Improvements Project (CIP) project data sheets <i>with supporting photos</i> and review of existing capital projects to Town Manager
Monday, November 8, 2021	Municipal Departments submit Calendar Year fee change requests to Town Manager
Wednesday, November 10, 2021	HR Director submits position changes summary including comments to Town Manager
Tuesday, November 16, 2021	Town Manager conducts public hearing on any proposed changes to <i>Calendar Year fees</i>
Monday, November 22, 2021	CIP Task Force provided copy of CIP submissions
Friday, November 26, 2021	Superintendent issues Operating budget instructions for School Department
Thursday, December 2, 2021	Municipal Department Managers submit Operating Budget <i>Decision Packages</i>
Thursday, December 2, 2021	Annual Organization of Town Council (TM must submit budget to Town Council within 170 days per M.G.L. 44 § 32) (Friday, May 21, 2022)
Friday, December 10, 2021	CIP Task Force conducts workshop on CIP submissions (Date Subject to Change)
Wednesday, December 22, 2021	School site/department submit Operating Budget requests
Wednesday, January 5, 2022	Municipal Department Managers submit Operating Budget <i>Narratives</i> including photos
Wednesday, January 19, 2022	School Committee Workshop (FY23 Budget Introduction/ Confirming Strategic Direction of Budget)
Wednesday, January 26, 2022	Municipal Departments submit Fiscal Year fee change requests to Town
Wednesday, February 2, 2022	School Committee Meeting – Initial Presentation of FY23 Budget
Wednesday, February 16, 2022	School Committee Workshop (Round Table Review of Budget)
Wednesday, March 2, 2022	School Committee Meeting – FY23 Budget Review
Monday, March 7, 2022	Town Manager submits recommended FY23 Capital Budget to Town Council per Part VI, Section 6-5 (d) of the Charter (TC must adopt plan BEFORE June 1, 2022)
Wednesday, March 16, 2022	FY23 School Operating Budget Public Hearing
Tuesday, March 22, 2022	Town Manager conducts public hearing on any proposed changes to <i>Fiscal Year fees</i>
Wednesday, April 6, 2022	School Committee meeting to adopt FY23 Operating budget
Thursday, April 7, 2022	School Department submits adopted FY23 School budget to Town Manager
Thursday, April 7, 2022	Town Council conducts first reading of FY23 Capital Budget Orders. Capital Budget presentation made to the Town Council
Monday, April 11, 2022	CFAC submits their review of recommended FY23 Capital Budget to Town Manager & Town Council
Thursday, April 28, 2022	Town Council conducts first public hearing on FY23 Capital Budget
Thursday, May 5, 2022	Town Council conducts second public hearing on FY23 Capital Budget
Tuesday, May 10, 2022	Town Manager submits recommended FY23 Operating Budget to the Town Council. Town Council must adopt budget within 45 days (by June 24, 2022) otherwise it becomes part of FY23 appropriations per Section 6-3 (b) of the Charter)
Monday May 16, 2022	CFAC submits their review of recommended FY23 Operating Budget to Town Manager & Town Council
Thursday, May 19, 2022	Last Town Council meeting to adopt FY23 proposed Capital Budget (Must be adopted by June 1, 2022)
Thursday, May 19, 2022	Town Council conducts first reading of the FY23 Operating Budget Orders. Operating Budget presentation made to Town Council.
Thursday, June 2, 2022	Town Council conducts first public hearing on FY23 Operating Budget
Thursday, June 16, 2022	Town Council conducts second public hearing on FY23 Operating Budget
Thursday, June 23, 2022	Town Council conducts third public hearing on FY23 Operating Budget (if needed). This is the last weekday the FY23 Operating Budget can be adopted by Town Council per Part VI Section 6-3 (b) of the charter (TC must adopt within 45 days of receiving budget)

MISSION STATEMENT

Our mission is to protect the Town of Barnstable's quality of life and unique character, engage our citizens, and enact policies that respond to and anticipate the needs of our community.



Humpback Whale

The Town of Barnstable's operating and capital budgets are now on line at <http://budget.townofbarnstable.us>