

## Step 1

**Discussion/Direction/Decision** on  
proposed Enterprise Fund user fees,  
operating outlays and capital outlays.

## Step 2

After discussion, a possible motion is:

**I MOVE TO** affirm the proposed operating, debt service, and capital expenditure appropriations that are based on the proposed user fees in the Administrator's FY2020 draft budget for the (fill in fund name) Fund for inclusion in the adopting ordinance/resolution without change.\*

\*This motion is OPTIONAL and is to only affirm that the Assembly does not want to make any changes to the proposed budget after review. The Assembly does not need to make this motion, as the Administrator's budget will proceed to ordinance as is, unless the Assembly changes it. This motion has, however, been made in the past in order to help the Assembly keep track of what it has reviewed and approved to go forward to ordinance. THE BUDGET ADOPTION ORDINANCE AND CAPITAL EXPENDITURE ADOPTION RESOLUTION ARE THE OFFICIAL ACTIONS THE ASSEMBLY TAKES TO APPROVE THE BUDGET.

## OR

If the Assembly wishes to make a motion to change the proposed Enterprise Fund user fees and/or appropriations, discussions will be warranted as user fees/revenues are closely intertwined with operating, capital appropriations, and corresponding debt issuance. A motion could be made, for example, to add or eliminate a capital project and corresponding debt issuance or reduce or add operating expense and to adjust the corresponding expense appropriations and proposed rates.