



City of Lawrence

CITY MANAGER'S OFFICE

DAVID L. CORLISS
CITY MANAGER

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CITY COMMISSION

MAYOR
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COMMISSIONERS

MIKE AMYX
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MICHAEL DEVER

March 26, 2010

As we begin the process of developing the 2011 budget for the City of Lawrence, I would like to take this opportunity to thank you for the work your agency does for the Lawrence community. The services you provide are essential to the lives of many and Lawrence would not be the same without your agency's commitment to service.

Like most of your agencies, the City faces tough budget challenges for 2011. For the second year in a row, the City Commission is likely to be faced with revenue shortfalls due to a lack of growth in assessed valuation and other factors. And while there has been no indication that the alcohol tax is at risk for next year, the State continues to struggle with how to close a significant budget gap.

In response to the challenging revenue picture, City departments have been asked to submit budget requests that reduce their 2010 budget by 2.5%. They are also being asked to explain what impact the reduction will have on service levels they are able to provide.

I hope that it will not be necessary to reduce funding to outside agencies, however it is appropriate to plan for that contingency. Therefore, in addition to your funding request for 2011, please include an explanation of what a 2.5% reduction in city funding would mean to your agency.

The application materials for outside agency requests for the 2011 budget are now online at www.lawrenceks.org/budget. Please take note that the schedule for disbursement of funds will again be **April 1 for the first disbursement; October 1 for the second disbursement**. Please plan accordingly.

Application materials should be submitted electronically to ctoomay@ci.lawrence.ks.us by 5:00 p.m. on Monday, May 31, 2010. If you have questions, please contact Casey Toomay, Budget Manager at 785-832-3409.

Again, thank you for your agency's service to our community. I am sure that working together, we can continue to make a difference for the people of Lawrence.

Sincerely,

David L. Corliss
City Manager

