



Memorandum

TO: RULES COMMITTEE
FROM: Margaret McCahan
SUBJECT: 2018-2019/2019-2020 CITY
BUDGET CALENDAR
AMENDMENT
DATE: February 7, 2019

Approved

Date

2/8/19

RECOMMENDATION

It is recommended that the Rules Committee and the City Council adopt the amended 2018-2019/2019-2020 City Budget Calendar as presented in Attachment A for the 2019-2020 Operating Budget, 2019-2020 Capital Budget and 2020-2024 City Capital Improvement Program, and 2019-2020 Fees and Charges Report.

ANALYSIS

Provided with this memorandum is an amended 2018-2019/2019-2020 City Budget Calendar (Attachment A) to be used as a basic plan in preparing, reviewing, and approving the 2019-2020 Operating Budget, 2019-2020 Capital Budget and 2020-2024 Five-Year Capital Improvement Program, and 2019-2020 Fees and Charges Report. The Mayor's Budget Town Hall meeting, scheduled for February 13, 2019, has been added. To encourage participation in this event, the Mayor's Office staff have outreached to neighborhood leaders and the Neighborhoods Commission, and via social media, such as Nextdoor.

COORDINATION

The proposed 2018-2019/2019-2020 City Budget Calendar has been coordinated with the Mayor's Office.

MARGARET MCCAHAN
Budget Director

Attachment A – 2018-2019/2019-2020 City Budget Calendar

For questions regarding the Mayor's Budget Town Hall meeting, please contact Nick Almeida, Mayor's Office Budget Director, at (408) 535-4811.

2018-2019/2019-2020 City Budget Calendar

Date	Action/Event
September 28, 2018	- 2017-18 Annual Report: Released
October 16, 2018	- 2017-18 Annual Report: Review/Approval by City Council
January 31, 2019	- 2018-19 Mid-Year Budget Review Report: Released
TBD	- State of the City
February 12, 2019	- 2018-19 Mid-Year Budget Review Report: Review/Approval by City Council
February 13, 2019	- Mayor's Budget Town Hall Meeting
February 28, 2019	- 2019-20 City Manager's Budget Request & 2020-24 Five-Year Forecast and Revenue Projections: Released
March 8, 2019	- 2019-20 Mayor's March Budget Message: Released
March 19, 2019	- 2019-20 Mayor's March Budget Message: Public Hearing
March 19, 2019	- 2019-20 Mayor's March Budget Message: Final Review by City Council
April 22, 2019	- 2019-20 Proposed Capital Budget and 2020-24 Capital Improvement Program: Released
May 1, 2019	- 2019-20 Proposed Operating Budget: Released
May 1, 2019	- Planning Commission Study Session: 2019-20 Proposed Capital Budget and 2020-24 Capital Improvement Program
May 3, 2019	- 2019-20 Proposed Fees and Charges Report: Released
May 3 - 24, 2019	- 2019-20 Proposed Capital/Operating Budgets: Community Budget Meetings
May 8 - 13, 2019	- Council Study Sessions: 2019-20 Proposed Budgets and 2019-20 Proposed Fees and Charges Report
May 9, 2019	- 2019-20 City Council Budget Document Cost Estimate Requests due to City Manager's Office
May 14, 2019	- Initial Public Hearing: 2019-20 Proposed Capital/Operating Budgets and 2019-20 Proposed Fees & Charges Report
May 17, 2019	- 2019-20 City Council Budget Document Cost Estimates Finalized and Released from City Manager's Office to City Council
May 22, 2019	- 2019-20 City Council Budget Document Proposals due to Mayor's Office

2018-2019/2019-2020 City Budget Calendar

Date	Action/Event
May 31, 2019	- 2019-20 Mayor's June Budget Message: Released
June 10, 2019	- Final Public Hearing: 2019-20 Proposed Capital/Operating Budgets and 2019-20 Proposed Fees & Charges Report (evening)
June 11, 2019	- 2019-20 Mayor's June Budget Message: Final Review/Approval by City Council
June 11, 2019	- 2019-20 Proposed Capital/Operating Budgets and 2019-20 Proposed Fees & Charges Report: Approved by City Council
June 18, 2019	- 2019-20 Capital/Operating Budgets and 2019-20 Fees & Charges Report: Adopted by City Council