



COUNCIL AGENDA: 4/28/2020

ITEM: 2.13

FILE NO: 20-507

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** April 28, 2020

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**SUBJECT: Revised 2019-2020/2020-2021 City Budget Calendar**

**Recommendations:**

As recommended by the Rules and Open Government Committee on April 22, 2020:

Approve the revised 2019-2020/2020-2021 City Budget Calendar as presented in Attachment A of the staff memorandum and the schedule for City Council Budget Study Sessions for the 2020-2021 Operating Budget, 2020-2021 Capital Budget and 2021-2025 City Capital Improvement Program, and 2020-2021 Fees and Charges Report as presented in Attachment B and explained in the staff memorandum.

[Rules Committee referral 4/22/2020 - Item D]



RULES COMMITTEE

April 17, 2020

**Subject: Revised 2019-2020/2020-2021 City Budget Calendar and Budget Study Session Schedule**

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A high-level schedule for the City Council Study Sessions held on May 14 and 15 is also proposed as outlined on Attachment B. A detailed schedule outlining the format and order of review for the 2020-2021 Proposed Operating Budget, the 2020-2021 Proposed Capital Budget and 2021-2025 Capital Improvement Program, and 2020-2021 Fees and Charges Report will be included in the release of Manager's Budget Addendum #1.

### **COORDINATION**

The proposed revised 2019-2020/2020-2021 City Budget Calendar and Budget Study Session Schedule have been coordinated with the Mayor's Office.



**JIM SHANNON**

Budget Director

Attachments:

Attachment A – Revised 2019-2020/2020-2021 City Budget Calendar

Attachment B – Revised 2019-2020/2020-2021 City Budget Calendar/Budget Study Session Schedule

## 2019-2020/2020-2021 Revised City Budget Calendar

Date	Action/Event
May 1, 2020	- 2020-21 Proposed Capital Budget and 2021-25 Capital Improvement Program: Released
May 8, 2020	- 2020-21 Proposed Operating Budget: Released
May 8, 2020	- 2020-21 Proposed Capital Budget: City Council Budget Document Capital Cost Estimates due to CMO
May 12, 2020	- 2020-21 Proposed Fees and Charges Report: Released
May 11 - 22, 2020	- 2020-21 Proposed Capital/Operating Budgets: Community Budget Meetings
May 14 - 15, 2020	- Council Study Sessions: 2020-21 Proposed Budgets and 2020-21 Proposed Fees and Charges Report
May 15, 2020	- 2020-21 Proposed Operating Budget: City Council Budget Document Operating Cost Estimates due to City Manager's Office
May 20, 2020	- Planning Commission Study Session: 2020-21 Proposed Capital Budget and 2021-2025 Capital Improvement Program (tentative)
May 21, 2020	- Initial Public Hearing: 2020-21 Proposed Capital/Operating Budgets and 2020-21 Proposed Fees and Charges Report (Special Meeting, 1:30pm)
May 22, 2020	- 2020-21 Proposed Capital/Operating Budgets: City Council Budget Document Cost Estimates Finalized and Released from City Manager to Council
May 28, 2020	- 2020-21 Proposed Capital/Operating Budgets: City Council Budget Document Proposals due to Mayor's Office.
June 8, 2020	- 2020-21 Mayor's June Budget Message: Released
June 15, 2020	- Final Public Hearing: 2020-21 Proposed Capital/Operating Budgets and 2020-21 Proposed Fees and Charges Report
June 16, 2020	- 2020-21 Mayor's June Budget Message: Final Review/Approval by City Council
June 16, 2020	- 2020-21 Proposed Capital/Operating Budgets and 2020-21 Proposed Fees & Charges Report: Approved by City Council
June 23, 2020	- 2020-21 Capital/Operating Budgets and 2020-21 Fees & Charges Report: Adopted by City Council

**2019-2020/2020-2021 Revised City Budget Calendar/ Budget Study Session Schedule**

<b>Date</b>	<b>Time</b>	<b>Action/Event</b>
Thursday, May 14, 2020	9:00 a.m. - 12:00 p.m. 1:00 p.m. - 5:00 p.m.	2020-2021 Budget Study Session on 2020-2021 City Operating/Capital Budget, 2021-2025 Capital Improvement Program, and 2020-2021 Fees and Charges Report
Friday, May 15, 2020	9:00 a.m. - 12:00 p.m. 1:00 p.m. - 5:00 p.m.	2020-2021 Budget Study Session on 2020-2021 City Operating/Capital Budget, 2021-2025 Capital Improvement Program, and 2020-2021 Fees and Charges Report