

**AGENDA
ITEM**

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AGENDA STAFF REPORT

DATE: February 19, 2020
TO: Mayor and City Council
APPROVED BY: David B. Dale, City Manager *DD*
PREPARED BY: Karla E. Lobatos, Finance Director *Kl*
SUBJECT: Budget Calendar for Fiscal Year 2020-21

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Recommendation:

Staff is providing a Budget Calendar for Fiscal Year 2020-21 for review.

Background:

The Budget Calendar outlines the process being taken by the Finance Department to assure that the City stays on course for approval and implementation of the final budget on July 2020 for FY 2020-21.

Discussion & Analysis:

Various budget sessions, workshops and hearings will be scheduled with staff and City Council.

Fiscal Impact:

None.

Coordinated With:

None.

Attachments:

Budget Calendar for FY 2020-21.



Budget Calendar FY 2020-21

Council Meeting Dates

February 10 th	Prepare Salaries and Benefits including ISF rates. Budget worksheets and revenue projections.
February 19 th	Present Budget calendar to City Council.
March 4 th	Budget worksheets to Departments and meetings with Departments.
March 10 th	Budget Workshop with City Council and Economic Development and Finance Advisory Committee
March 18 th	Narrative deadline.
April 15 th	Present Audited Financial Statements, 3 rd Quarter report, 5-year projection, publish proposed budget.
May 6 th	Proposed Budget
May 13 th	Budget Hearing 1- Department Heads to City Council
May 20 th	Budget hearing 2- Department Heads to City Council
May 27 th	Budget hearing 3
June 3 rd	Adopt budget