

Memorandum



Financial Services

Date: February 13, 2009
To: Mayor and Council
From: Cecilia Robles, Deputy Financial Services Manager (350-8881)
Through: Charlie Meyer, City Manager (350-8884)
Subject: FY 2009-10 Budget Calendar

Listed below is the FY 2009-10 Budget Calendar that provides a timeline for the upcoming capital improvement and operating budget meetings along with a brief description for each meeting. Staff welcomes a discussion with Council regarding the process and purpose of these scheduled meetings.

Date	Action	Time
February 19, 2009	Budget Balancing Proposal <i>Review proposal for General Fund and set timeline for further review</i>	3:00pm
February 19, 2009	Capital Improvement Program (CIP) Requests <i>Present citywide capital project requests to Council for review</i>	6:00pm
March 26, 2009	CIP Work Session <i>Review proposed CIP</i>	6:00pm
April 2, 2009	CIP Work Session Follow Up <i>Continue review of proposed CIP</i>	3:00pm
April 16, 2009	Budget Review Session <i>Review recommended Operating Budget of all funds</i>	3:00pm
May 7, 2009	Truth in Taxation Hearing * <i>Hold hearing and adopt motion regarding primary property taxes</i>	After 7:30pm Meeting
May 14, 2009	Tentative Budget Adoption * <i>Adopt proposed revenues and expenditures for all funds in city budget</i>	After 7:30pm Meeting
May 14, 2009	CIP Adoption * <i>Adopt a balanced five year CIP</i>	After 7:30pm Meeting
May 28, 2009	Final Budget Adoption * <i>Adopt final operating budget</i>	After 7:30pm Meeting
May 28, 2009	Introduction/1st Public Hearing of Property Tax *	After 7:30pm Meeting
June 11, 2009	Property Tax Adoption * <i>Adopt the final property tax levy</i>	After 7:30pm Meeting

If you have any questions, please call Cecilia Robles at extension 8881.

* The items denoted with asterisks require a special meeting per state statute. This meeting will follow the 7:30pm Formal Council Meeting.