



# MEMORANDUM

**TO:** Mayor and Members of the City Council

**FROM:** Rich Olson, City Manager

**DATE:** February 23, 2018

**REF:** Consideration – Proposed Budget Meetings Calendar for FY 2018-2019

## **BACKGROUND:**

During the February 12, 2018 City Council meeting, the Council tabled adoption of the FY 2018-2019 budget meetings calendar until staff had the opportunity to determine the cost associated with having the additional meetings televised. On February 20, 2018, City staff received confirmation from Practical Computing that the cost would be \$354 per meeting, which is the same as the current rate the City pays to have its meetings televised. Broadcasting the four additional budget meetings would incur a cost of roughly \$1,416.

## **ANALYSIS:**

Since the end of January, City staff has been working on the proposed fiscal year 2018-2019 budget. I am recommending that the Council hold a pre-budget work session on Monday, March 12, 2018 to discuss Council priorities for next fiscal year in order to allow staff to incorporate as many of those items as possible into the budget. .

<b>Meeting Date</b>	<b>Action</b>
March 12, 2018	Pre-budget work session ( <b>to be held at 5:30 p.m. prior to the Regular Session</b> )
April 16, 2018	Present staff budget ( <b>5:30 p.m.</b> )
April 30, 2018	Review General Fund ( <b>5:30 p.m.</b> )
May 7, 2018	Review Enterprise Funds ( <b>5:30 p.m.</b> )
May 21, 2018	Review City Council Changes ( <b>5:30 p.m.</b> )
May 29, 2018	Call for a Public Hearing during Regular Session
June 11, 2018	Hold Public Hearing during Regular Session
June 25, 2018	Adopt Fiscal Year 2018-2019 Budget during Regular Session

All budget meetings will be held before the Finance Committee.

***FINANCIAL:***

The Finance Committee discussed this matter during their February 22, 2018 meeting. Upon motion made by Councilwoman Young, seconded by Councilwoman Hummer, the Committee unanimously recommended televising all meetings in the pursuit of transparency, and for further discussion by the full City Council.

***STAFF RECOMMENDATION:***

By motion, adopt the proposed budget calendar for fiscal year 2018-2019 as presented herein; and instruct staff to make arrangements if it is the Council's wish to have these special meetings televised at a cost of \$1,416.