



— FINANCE DEPARTMENT —

**To:** Mayor and Council  
**From:** Andrew J. Lent, Director of Finance  
**CC:** Ryan Waller, City Manager  
**Date:** January 7, 2019  
**Re:** FY2020 Budget Preparation Schedule

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During the January 7<sup>th</sup> City Council meeting, staff will provide an overview of the remaining schedule for preparation of the Fiscal Year 2019-2020 budget, which is found below:

January 7: Provide overview of remaining FY2020 Budget Schedule

January 22: Council Study Session/Budget Workshop

- Department Past Accomplishments and FY20 Objectives
- Council Direction on Civic Funding Requests
- Parking Lot and Additional Items Status

January 28-February 1: Individual meetings with Mayor and Council Members to review draft budget

February 4: City Council to set public hearing date for budget. Special Study Session for second Budget Workshop

- Final Review of Parking Lot Items Status
- Direction from Council Concerning FY20 Tax Levy

February 18: Deadline to send budget hearing notice to paper

February 20: Budget notice publication

March 4: Budget public hearing and adoption

March 15: Deadline to submit budget to state

