



CITY COUNCIL AGENDA – FEBRUARY 4, 2020

SUBJECT: Proposed Budget Calendar for Fiscal Year 2020-2021 and Scheduling of City Council Priority Projects Study Session

SOURCE: City Manager's Office

COMMENT: Section 51 of the City Charter requires the submission, not later than thirty (30) days before the end of the fiscal year, of an estimate of the expenditures and revenues of the City's Departments for the ensuing fiscal year. For City Council's consideration, please find attached the proposed budget calendar for the preparation and submission of the City's Annual Budget for the upcoming fiscal year 2020-2021.

In conjunction with the preparation of the budget, staff proposes to schedule the City Council's Priority Projects Study Session for Tuesday, March 24, 2020, beginning at 6:00 P.M. in Council Chambers.

RECOMMENDATION: That the City Council:
1) Approve the scheduling of its Priority Projects Study Session for Tuesday, March 24, 2020, beginning at 6:00 P.M. in Council Chambers; and
2) Approve the proposed budget calendar for the 2020-2021 fiscal year.

ATTACHMENTS: 1. Proposed FY 2020-2021 Budget Calendar

Appropriated/Funded:

Review By:

Department Director:

Final Approver: John Lollis, City Manager

**CITY OF PORTERVILLE
FY 2020-2021 BUDGET CALENDAR**

<u>Date</u>	<u>Task</u>	<u>Responsibility</u>
February 28	Budget planning session	CM/Directors
March 12	10-Year Capital Projects update	CM/Directors
March 24	Council study session (priority projects)	Council
March 27	Budget worksheets to Departments	Finance
April 13	Preliminary revenue estimates completed	Finance
April 17	Completed budget worksheets to Finance	Directors
May 1	Budget planning session	CM/Directors
May 11	Preliminary budget completed	Finance
May 15	Preliminary budget approved by City Manager	CM
May 27	TUTOC review of Measure H & Measure I proposed budget	CM
June 2	Preliminary budget presented to Council	Council
June 16	Final budget public hearing and approval by Council	Council