



MAYOR AND COUNCIL COMMUNICATION

DATE: 06/21/2016

CONSENT

ITEM: #22

AGENDA ITEM: Amend 2017 Budget Schedule

SUBMITTED BY: Cathy Bendel, Finance Director

REVIEWED BY: Kristina Handt, City Administrator

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council was asked in May to accept the proposed 2017 budget key dates for planning purposes. This item is being brought back to the City Council due to the July Finance Committee meeting needing to be rescheduled due to two members being unavailable on July 12th. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

STAFF REPORT: Below are key dates to note for the 2017 budget preparation calendar:

5/12/16, 6/14/16, 6/20/16 – 5 year proposed CIP plan under review by the Finance Committee

7/19/16 – Proposed 2017 budgets (all funds) to be presented to the Finance Committee at Joint meeting with CC. Finance Committee meeting scheduled from 5:00 – 7:00 pm (prior to CC meeting)

8/10/16 – Finance Committee meeting; 5:00 – 6:30 (2nd Budget workshop if needed)

9/6/16 – Proposed budget to City Council for adoption for preliminary certification of the General Fund Budget to the County

9/30/16 – Preliminary Certification due to Washington County

12/6/16 – Final Budget and Levy determination (Public Hearing); also referred to as “TNT hearing”

12/28/16 – Final Levy Certification due to Washington County

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the proposed amended schedule related to the 2017 Budget process.