

Date: August 3, 2020

To: Thomas B. Modica, City Manager 

From: John Gross, Director of Financial Management 

For: Mayor and Members of the City Council

Subject: **Budget Schedule for Fiscal Year 2021 City Council Budget Meetings**

On July 2, 2020, the Department of Financial Management provided a status update for the Fiscal Year 2021 (FY 21) Budget development process, which indicated the need for a modified budget process with shortened timeframes and adjusted deliverables due to resources being diverted to the COVID-19 pandemic response. Despite modifications to the typical process, the Mayor will be releasing the Proposed FY 21 Budget by the City Charter deadline of August 2, 2020. It will be presented to the City Council, along with the Capital Improvement Plan, in a Budget Hearing on Tuesday, August 4, 2020, at 5:00 p.m.

The City Charter, as modified on May 1, 2007, requires the City Manager to submit the Proposed Budget for the following fiscal year to the Mayor no later than 90 days prior to the beginning of each fiscal year (July 3, 2020). The City Charter also requires the Mayor to transmit the proposed budget to the City Council no later than 60 days prior to the beginning of the fiscal year (August 2, 2020). The City Council must adopt the budget no later than 15 days prior to the end of the current fiscal year (September 15, 2020), at which time the Mayor will have an additional five days to review the Adopted Budget. The Mayor, at that time, may concur or exercise a line-item veto of any expenditure. The City Council has until the end of the fiscal year to concur with the Mayor's changes, or override the veto.

A proposed schedule of the upcoming FY 21 Budget hearings, as well as a schedule of budget meetings that have been held to date, is provided below. These workshops and hearings provide opportunities for review and discussion of the specific recommendations contained in the City Manager's Proposed Budget, the Mayor's Budget Recommendations, and the Budget Oversight Committee's recommendations. As part of the process, the following departmental presentations are planned before the City Council: Police, Fire, Parks, Recreation and Marine, Public Works, Health and Human Services, and Library Services.

Budget Hearings/Meetings Schedule	
DATE	SUBJECT
December 17, 2019 Study Session 3:30 p.m.	<ul style="list-style-type: none"> • Preliminary FY 21 General Fund Fiscal Outlook and Budget Strategy
May 19 Study Session 5:30 p.m.	<ul style="list-style-type: none"> • City's Fiscal Outlook

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DATE	SUBJECT
May 27 Committee Meeting 5:00 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
July 29 Committee Meeting 4:30 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
August 4 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> • Budget Presentations: <ul style="list-style-type: none"> ○ City Manager Proposed FY 21 Budget ○ Proposed Capital Improvement Plan
August 6 Committee Meeting 10:00 a.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
August 11 Committee Meeting 3:00 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
August 11 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> • Budget Presentations: <ul style="list-style-type: none"> ○ Police ○ Fire ○ Parks, Recreation, and Marine
August 18 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> • Budget Presentations: <ul style="list-style-type: none"> ○ Public Works ○ Health ○ Library Services
August 19 Committee Meeting 4:00 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
August 25 Committee Meeting 2:30 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
September 1 Committee Meeting 3:00 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
September 1 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> • First Possible Budget Adoption
September 8 Committee Meeting 3:00 p.m.	<ul style="list-style-type: none"> • Budget Oversight Committee
September 8 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> • Second Possible Budget Adoption
September 15 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> • Last Possible Budget Adoption

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The Proposed FY 21 Budget will also be discussed at four citywide community meetings, offering Long Beach residents additional opportunities to provide input on the budget. See the table below for a listing of dates and times. In order to follow current social distancing guidelines, community meetings will be held virtually online. Information on these meetings can be found on the City's website at www.longbeach.gov/finance.

Proposed Schedule			
Date	Time	Primary Virtual Room (+ Phone)	Virtual Audio Extension
Thursday, August 13	7:00-8:30 p.m.	English	Spanish
Thursday, August 20	7:00-8:30 p.m.	English	Spanish
Monday, August 24	7:00-8:30 p.m.	English	Tagalog
Wednesday, August 26	7:00-8:30 p.m.	English	Khmer

All dates are subject to change. For the latest meeting details, visit www.longbeach.gov/finance. If you would like additional presentations made as part of the budget process, or if you have any questions, please contact Budget Manager Grace H. Yoon at (562) 570-6408.

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