





Date: July 20, 2017

To: Patrick H. West, City Manager 

From: John Gross, Director of Financial Management 

For: Mayor and Members of the City Council

Subject: **Budget Schedule for Fiscal Year 2018 City Council Budget Meetings**

The Mayor will release the Fiscal Year 2018 (FY 18) Proposed Budget before August 2, 2017. It will be presented to the City Council in a Budget Hearing on August 1, 2017 at 3:30 p.m. The City Charter, as modified on May 1, 2007, requires that the City Manager submit the Proposed Budget for FY 18 to the Mayor not later than 90 days prior to the beginning of each fiscal year (July 3, 2017). The City Charter also requires that the Mayor transmit the proposed budget to the City Council not later than 60 days prior to the beginning of the fiscal year (August 2, 2017). The City Council must adopt the budget not later than 15 days prior to the end of the current fiscal year (September 15, 2017), 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 Fiscal Year 2018 Budget workshops and hearings, as well as a schedule of budget meetings that have been held to date is listed 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: Police, Fire, Disaster Preparedness and Emergency Communications, Development Services, Health and Human Services, Library, Public Works, Parks, Recreation and Marine, Harbor, and Water.

DATE	SUBJECT
March 14 Budget Meeting 4:00 p.m.	<ul style="list-style-type: none"><li>• Fiscal Outlook</li></ul>
July 25 Budget Meeting 4:00 p.m.	<ul style="list-style-type: none"><li>• Proposed Capital Improvement Plan</li></ul>
July 25 5:00 p.m.	<ul style="list-style-type: none"><li>• Budget Oversight Committee</li></ul>
August 1 Budget Hearing 3:30 p.m.	<ul style="list-style-type: none"><li>• Budget Presentations<ul style="list-style-type: none"><li>○ City Manager Proposed Budget</li><li>○ Mayor Budget Recommendations</li></ul></li></ul>

Budget Schedule of FY 18 City Council Budget Meetings  
 July 20, 2017  
 Page 2

August 8 4:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Oversight Committee</li> </ul>
August 8 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Presentations (Police, Fire)</li> </ul>
August 15 4:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Oversight Committee</li> </ul>
August 15 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Presentations (Public Works, Parks, Recreation and Marine, Development Services)</li> </ul>
August 22 4:15 p.m.	<ul style="list-style-type: none"> <li>• Budget Oversight Committee</li> </ul>
August 22 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Presentations (Disaster Preparedness and Emergency Communications, Library, Health and Human Services)</li> </ul>
September 5 4:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Oversight Committee</li> </ul>
September 5 Budget Hearing 5:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Presentations (Harbor, Water)</li> <li>• Budget Adoption</li> </ul>
September 12 3:00 p.m. (if needed)	<ul style="list-style-type: none"> <li>• Budget Oversight Committee</li> </ul>
September 12 Budget Hearing 5:00 p.m. (If needed)	<ul style="list-style-type: none"> <li>• Budget Presentations (TBD)</li> <li>• Budget Adoption</li> </ul>

If the City Council would like additional presentations made as part of the budget process, or if you have any questions, please contact Assistant Finance Director Lea Eriksen at (562) 570-6533.

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 K:\BUDGET\FY 18\COUNCIL HEARINGS AND MEETINGS\TFF RE PROPOSED SCHEDULE FOR FY 18 BUDGET HEARINGS.DOCX

CC: CHARLES PARKIN, CITY ATTORNEY  
 LAURA L. DOUD, CITY AUDITOR  
 TOM MODICA, ASSISTANT CITY MANAGER  
 KEVIN J. JACKSON, DEPUTY CITY MANAGER  
 REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER  
 ALL DEPARTMENT HEADS