

**To the Mayor and Members of the City Council**

**July 26, 2011**

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**SUBJECT: Budget Calendar and Schedule of Meetings**

Staff has prepared the following schedule to apprise the Mayor and Council as well as the public of upcoming meetings regarding the City's annual budget. These meetings should already be on your calendar. These dates are also on the City's Intranet.

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| <p>Tuesday – August 2, 2011</p> <ul style="list-style-type: none"> <li>• Presentation on notices and public hearing dates</li> </ul>   | <p>Pre-Council (Evening)</p>                        |
| <p>Tuesday – August 9, 2011</p> <ul style="list-style-type: none"> <li>• Presentation on City Manager's Proposed Budget</li> </ul>   | <p>Pre-Council (Evening)</p>                        |
| <p>Wednesday and Thursday – Aug 10th/11th</p> <ul style="list-style-type: none"> <li>• Day 1 – Departmental Budgets                             <ul style="list-style-type: none"> <li>– Community Development Services</li> <li>– Management Services</li> <li>– Public Safety Services</li> </ul> </li> <li>• Day 2 – Departmental Budgets                             <ul style="list-style-type: none"> <li>– Infrastructure Services</li> </ul> </li> </ul> | <p>Budget Retreat (Seminary)</p>                    |
| <p>Tuesday – August 16, 2011</p>   | <p>Pre-Council (Morning)<br/>1st Public Hearing</p> |
| <p>Thursday – August 18, 2011</p> <ul style="list-style-type: none"> <li>• Appointed Officials Budget Presentation                             <ul style="list-style-type: none"> <li>– City Attorney – Sarah Fullenwider</li> <li>– City Auditor – Darlene Allen</li> <li>– City Manager – Tom Higgins</li> <li>– City Secretary – Marty Hendrix</li> </ul> </li> <li>• Management Plan</li> <li>• Citizen Survey Results</li> </ul>                            | <p>Budget Study Session (9 – 12)</p>                |
| <p>Tuesday – August 23, 2011</p>   | <p>Pre-Council (Morning)<br/>2nd Public Hearing</p> |
| <p>Tuesday – August 30, 2011</p> <p><i>City Council meeting is cancelled. A budget study session will be held in lieu of meeting.</i></p> <ul style="list-style-type: none"> <li>• Transportation Utility</li> <li>• Debt Capacity and Capital Projects Update</li> <li>• TPW Topics (Alleyway Maintenance / Red Light Camera Program)</li> <li>• Gas Well Revenues</li> </ul>   | <p>Budget Study Session (9 – 12)</p>                |

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Thursday – September 1, 2011	CANCELLED
Monday – September 5, 2011	Labor Day Holiday
Tuesday – September 6, 2011	CANCELLED Council Meeting
Thursday - September 8, 2011 <i>If needed</i>	Budget Study Session (9 – 12)
Tuesday – September 13, 2011	Pre-Council (Evening) 3rd Public Hearing
Thursday – September 15, 2011 <i>If needed</i>	Budget Study Session (9 – 12)
Tuesday – September 20, 2011 • Proposed Budget Adoption	Pre-Council (Morning) 4 <sup>th</sup> Public Hearing

Again, hopefully you find this information helpful. If you have any questions, please call Horatio Porter, Budget Officer, at 817.392.2379.

**Tom Higgins**  
**Interim City Manager**