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# MEMORANDUM

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

**From:** Montre' Freeman, City Manager

**Date:** March 22, 2024

**Re:** Consideration – Adoption of 2024 Budget Calendar

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***BACKGROUND:***

Each year, City staff completes and provides a budget calendar to the City Council. Below you will find a table with the proposed budget calendar:

<b>Date</b>	<b>Action</b>
April 8, 2024	Manager's Presentation of Budget (Special Work Session)
April 22, 2024	General Fund Discussion
May 13, 2024	Enterprise Fund Discussion (Special Work Session)
May 20, 2024	Wrap-up Budget Discussion (Special Session)
May 28, 2024	Call for a Public Hearing
June 10, 2024	Hold Public Hearing for FY 2024-2025 Budget
June 24, 2024	Adopt Final Budget

***ANALYSIS:***

The meetings of April 8<sup>th</sup> and May 13<sup>th</sup> will be held as special budget work sessions directly before the regular sessions already scheduled for those evenings. If it is the desire of the Council, those meetings could begin as early as 4:30 p.m. The meeting on May 20<sup>th</sup> will be a special meeting, and again, set as early as the Council wishes. As always, if it appears the Council will need to have more time for budget discussions and deliberations, additional meetings may be called as you see fit.

***STAFF RECOMMENDATION:***

By motion, adopt the proposed budget calendar for Fiscal Year 2024-2025 as presented herein.