



INTEROFFICE MEMORANDUM

(REVISED 4/28/09)

TO: MAYOR & CITY COUNCIL

DATE: APRIL 28, 2009

FROM: JORGE RIFA, CITY ADMINISTRATOR

SUBJECT: BUDGET HEARING SCHEDULE

Following is the revised schedule for our budget process. The meetings are scheduled to take place at 6:30 p.m. in the Chambers. Please reserve these dates on your calendar and confirm your availability with Rebecca or Rose. We will keep you informed of any changes that become necessary. Thank you.

Thursday, April 9	Budget Overview
Thursday, April 23	Parks & Recreation, Admin/
Thursday, May 7	Library, Finance, Non-Departmental
Thursday, May 21	Transportation, Community Development
Tuesday, May 26	Community Services, Human Resources
Thursday, May 28	Hold for Council discussion dates
Thursday, June 4	Hold for Council budget presentations
Tuesday, June 16	“ “ “ “
Tuesday, June 23	Target date for budget adoption
Thursday, June 25	Backup adoption date

Cc: Department Heads