

TO: Mayor and City Council
FROM: David Chanski, City Administrator
RE: Setting October and November Council Workshops
DATE: October 2, 2023



Staff is asking the City Council to set workshops in October and November. The October workshop would be to receive both the schematic design of the proposed new city hall building and the preliminary design for Buschmann Road. The November workshop would be to review the final 2024 budget & levy ahead of the budget hearing and adoption on December 4th.

When the City Council adopted the budget calendar in June, a workshop for October 17 at 1:00pm was included. This date and time was published to the website when the budget calendar was adopted. Therefore, staff suggests keeping that date and time for the city hall and Buschmann Road workshop.

For the budget workshop, staff is recommending the week of November 13. The evening of Tuesday, November 14 is the only time currently not available as Planning Commission is scheduled for that night. The City Council may choose any other time (day or evening) to conduct the workshop. While the City Council has been conducting workshops the 3rd week of the month, the budget hearing notice must be published in the November 22 edition of the Echo, so the workshop must be held prior to November 20th (publication deadline).

Council Action

Staff requests that the City Council reaffirm a workshop for Tuesday, October 17 @ 1:00pm and set a workshop for the week of November 13.