

Capitola City Council

Agenda Report

Meeting: February 8, 2024

From: Finance Department

Subject: Fiscal Year 2024-25 Budget Calendar



Recommended Action: Approve Budget Calendar for Fiscal Year (FY) 2024-25.

Background: The Capitola Municipal Code requires the City to prepare and disseminate a budget calendar on or before March 1 of any fiscal year. The attached draft calendar provides dates for budget study sessions, hearings, meetings, and other significant budget events.

Discussion: Staff has prepared the attached draft Budget Calendar for FY 2024-25. The budget cycle begins with a City Council Goal Setting Workshop on March 6, 2024. This meeting will focus on establishing the FY 2024-25 Budget Principles and Goals. The budgeting principles and goals will serve to guide staff's preparation of the Proposed Budget.

Pursuant to this calendar, the Proposed Budget will be distributed on Friday, May 3, 2024, and the presentation of the City Budget is scheduled for a Special Meeting on Thursday, May 16, 2024. This is a tentative schedule that may be changed as necessary by the City Manager and/or City Council. Some meetings may be cancelled if they become unnecessary based on prior sessions.

Fiscal Impact: None

Attachments:

1. FY 2024-25 Draft Budget Calendar

Report Prepared By: Jim Malberg, Finance Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager