



CITY COMMISSION STAFF REPORT

DEPARTMENT: Finance/Administration

SUBJECT: Motion to approve the schedule for budget meetings and hearings for the Fiscal Year 2022 budget.

CITY MANAGER RECOMMENDATION:

The City Manager recommends the approval of the proposed budget meeting and hearing schedule for the FY 22 budget.

BACKGROUND OF ITEM:

According to the Charter for the City of Cooper City:

Section 3.12. Procedure and meetings

(2) Regular. The commission shall meet regularly not less than once each month and at such times and places as shall be specified by resolution. All meetings, formal or informal, of the city commission, all committees and all boards, elective or appointive, administrative or advisory, shall be conducted in open session and the press and public shall be permitted to attend any of such meetings, except such private, executive sessions as may be permitted by law.

(3) Special. Special meetings may be held on the call of the mayor or of a majority of the members of the commission upon no less than forty-eight (48) hours notice to each member, the city manager, city clerk, city attorney and the public.

(4) Workshop. In addition to regular and special meetings, the commission, by a majority vote, may decide to hold workshop meetings for information on, and discussion of, municipal and related matters, which meetings may be conducted like regular meetings except that no resolutions or ordinances may be adopted at a workshop meeting. The quorum of the commission is not required for the holding of a workshop meeting.

(5) Emergency. Emergency meetings may be held on the call of the mayor or of a majority of the members of the commission, whenever there is a public emergency affecting life, health, property or the public peace, and whenever practicable, upon no less than four (4) hours notice to each member and the public.

ANALYSIS:

In order to be in compliance with the City's Charter, Commission approval of the attached schedule is required.

FISCAL IMPACT:

N/A

| <u>General Ledger Acct. Number</u> | <u>Budgeted Amount</u> | <u>Requested Amount</u> | <u>Remaining Amount</u> |
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ALTERNATIVES:

Changes to dates and times for budget hearings may be considered, with the condition that no meeting or hearing falls on hearing dates for Broward County School Board (August 3, 2021 and September 14, 2021) or the Broward County Commission (September 9 and 21, 2021).

ATTACHMENTS:

Proposed budget meeting and hearing dates.