



Administrative Report

F.3., File # BF21-1923

Meeting Date: 1/14/2021

To: BUDGET AND FINANCE COMMISSION
From: MARNI RUHLAND, FINANCE DIRECTOR

TITLE

RECEIVE AND FILE THE BUDGET AND FINANCE COMMISSION'S TENTATIVE CALENDAR FOR FISCAL YEAR 2020/2021

EXECUTIVE SUMMARY

Attached is a tentative Fiscal Year 2020/2021 calendar for the Budget and Finance Commission that lists the major topics to be discussed each month.

BACKGROUND

With the Fiscal Year 2020/2021 City Council direction for the Budget and Finance Commission to meet monthly, staff has prepared the attached tentative Fiscal Year 2020/2021 calendar. The major topics to be discussed each month include the outstanding referrals to staff made by both the City Council and the Commission.

A couple of updates have been made to the calendar as follows:

- The discussion regarding fee waivers has been eliminated as the topic is not currently relevant due to the COVID-related special event cancellations and City facility closures.
- The release of the Revenue Manual has been delayed because of the Financial Services Department's decreased staffing (the Fiscal Year 2020/2021 budget's deauthorization of two positions) and increased workload (CARES Act related items).
- The discussion regarding OpenGov FAQs has been delayed to coincide with an possible release date of an OpenGov enhancement that will once again allow the FAQs to be displayed on the transparency site.

COORDINATION

To keep the Commission abreast of the outstanding referral items, this calendar is now included on all Budget and Finance Commission agendas with updates as needed.

FISCAL IMPACT

None.

ATTACHMENTS

Tentative 2020/2021 Calendar

