



## Legislation Text

File #: 2023-0856, Version: 1

### Report to Mayor and City Council

Tuesday, December 05, 2023

Consent

#### **SUBJECT:**

**CONSIDER APPROVAL OF THE CALENDAR FOR FISCAL YEAR 2024-2025 BUDGET WORKSHOPS AND PUBLIC HEARING (CITY COUNCIL)**

#### **I. SUMMARY**

Staff requests the City Council schedule four budget workshops prior to adoption of the Fiscal Year 2024-2025 budget.

#### **II. RECOMMENDATION**

1. SCHEDULE budget workshops on March 5, 2024, March 19, 2024, April 2, 2024, April 16, 2024, and May 21, 2024.
2. TENTATIVELY SCHEDULE the public hearing to consider adoption of the Fiscal Year 2024-2025 budget on June 18, 2024.
- 1.

#### **III. ALTERNATIVES**

1. SELECT alternative dates for budget workshop agenda items.
2. CONSIDER scheduling a special meeting dedicated to a budget workshop.

#### **IV. BACKGROUND**

A public agency may not spend public funds without the legal authorization to do so. A budget appropriates public funds, thereby providing the legal authorization from the governing body to expend the funds. The Carson Municipal Code (CMC) Section 2953 requires adoption of a budget for the new fiscal year by July 20<sup>th</sup>. California Government Code Section 53901 requires the City to file its budget with the county auditor within 60 days after the beginning of its fiscal year (by August 30<sup>th</sup>).

The City's budget, adopted by the City Council, is the spending plan to execute City

Council policy and the authorization to expend City funds. The main goal is to align the budget to the four priorities assigned by Council in Staff Report 2021-396, which were Economic Development, Increased Public Safety, Maintaining Quality City Programs, and Making Quality of Life Improvements.

Prior to adoption of the budget, the City Council provides opportunities for the public to comment on the proposed expenditures. Every department and division of the City participates in the preparation of budget recommendations. Therefore, it is essential to schedule budget meetings in advance.

To maximize public participation, staff recommends budget workshops be held during regular City Council meeting scheduled for March 5<sup>th</sup>, March 19<sup>th</sup>, April 2<sup>nd</sup> April 16<sup>th</sup>, and May 21<sup>st</sup>. Two additional budget workshops have been added to calendar (March 5<sup>th</sup> and April 2<sup>nd</sup>) that are related to FY 24-25 Capital Improvement Project Plan development. Specifically, C.I.P. Budget Workshop #1 on March 5<sup>th</sup> will discuss projects relating to Parks, Facilities, and Traffic. C.I.P. Workshop #2 will discuss projects relating Street Improvement. This will give staff sufficient time to revise recommendations based upon City Councils direction and improve the City's ability to adopt a budget on time. A draft budget calendar was prepared and incorporates budget-related activities of the **Measure C and Measure K Budget Oversight Committee**.

Staff recommends scheduling the budget public hearing for June 18<sup>th</sup>. The recommended schedule is similar to the schedule used in the Fiscal Year 2023-2024 budget process.

As an alternative, the City Council may consider scheduling a dedicated budget workshop on a day other than a regular meeting.

## **V. FISCAL IMPACT**

There is no fiscal impact associated with the recommendation.

## **VI. EXHIBITS**

1. Draft Fiscal Year 2024-2025 Budget Calendar (pg.3)

Prepared by: William Jefferson, Director of Finance, Ralston Turner, Sr. Budget Analyst