

**CITY OF LOVELAND  
MEMORANDUM**

**TO:** Mayor and City Council  
**FROM:** Tom Carroll, City Manager *TC*  
**RE.:** 2010 Proposed Budget Review Calendar-- Memorandum No. 76  
**DATE:** August 19, 2009

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Preparation for the presentation of the 2010 Budget and Capital Improvement Program is getting underway. Below is a proposed schedule for review by the LEAD Team, Administration, the Finance Committee, and Council.

Please note that this schedule includes a plan to bring forward what is referred to here as an omnibus revenue ordinance for Council. As has been presented previously, staff is working on an ordinance that will set forth charges, fees, fines and other costs associated with certain City services that is to be adjusted with some frequency in one omnibus piece of legislation.

**August 14:** Department CIP submissions and updates due to City Manager's Office

**September 8:** City Council holds CIP Work Session at 7 p.m. in Council Chambers

**September 18:** 2010 Budget Requests and Performance Measurements due to City Manager's Office

**September 21-30 :** Budget meetings for department heads with Finance Director, Assistant City Manager, Assistant Finance Director, and City Manager

**October 30:** Draft Budget and CIP delivered to Finance Committee and City Council

**November 5:** Finance Committee reviews draft budget

**November 12:** Finance Committee continues review of draft budget

**November 19:** If needed, Finance Committee continues review of draft budget

**November 24:** First Reading of 2010 Appropriation Ordinance by City Council  
First Reading of 2009 Reappropriation Ordinance by Council  
First Reading of 2010 Ordinance establishing Salary Ceilings and Position Classifications

First Reading of 2010 Ordinance Setting Forth Fringe Benefits  
First Reading of Omnibus Revenue Ordinance

**December 8 or 15:** Second Reading of 2010 Appropriation Ordinance by City Council  
Second Reading of 2009 Reappropriation Ordinance by Council  
Second Reading of 2010 Ordinance establishing Salary Ceilings  
and Position Classifications  
Second Reading of 2010 Ordinance Setting Forth Fringe Benefits  
Second Reading of Omnibus Revenue Ordinance

**Recommendation**

No action is necessary. This item is for informational purposes only.

**XC:**

Management Team  
Finance Committee