



DISTRIBUTION DATE: 4/22/14

MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Fred Blackwell

SUBJECT: Midcycle Budget Questions

DATE: April 21, 2014

INFORMATION

The purpose of this information memo to relay that all questions from all interested parties regarding budget revenues, expenditures and the development of policy proposals for the FY 2014-15 Mid-Cycle Policy Budget will need to be submitted in writing, effective immediately. To answer all budget related questions received, we request all questions are submitted in a written format via the City Administrator's Budget Office, attention to Interim Budget Director Sarah Schlenk. Responses will be developed and distributed via Information Memo. In addition to the regular information memo distribution process via email and posting online, the Administration will ensure that these Information Memos will also be included in the appropriate City Council agenda materials.

For future reference, please find below the typical schedule for available Revenue and Expenditure (R & E) information:

Second Finance & Management Committee meeting in February: 1st and 2nd Quarter R & E
Second Finance & Management Committee meeting in May: 3rd Quarter R & E
Second Finance & Management Committee meeting in October: 4th Quarter R & E

Respectfully submitted,

/s/
FRED BLACKWELL
Interim City Administrator

For questions, please contact Sarah Schlenk, Interim Budget Director, at 510-238-3982.