



Richmond City Council FY 2016/2017 Richmond (Biennial) Government Budget  
**Review/Amendment/Approval Schedule**

Most Public Meetings to be held in Richmond City Hall; 900 E. Broad St. Richmond, Virginia 23219 U.S.A.

**NOTE: This schedule is subject to updates/Updated 4.7.2015; 1700 hrs/srs**

| Date/Time  | Description  | Location  |
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| <b>July/August 2014</b>  |  |   |
| July/August/Sept./Oct.   | Richmond City Council Office of the Council Chief of Staff prepares Council Budget Retreat   | Various locations   |
| <b>October 2014</b>  |  |   |
| Monday, October 6, 2014<br>3:00 p.m.-7:00 p.m.                                       | <b>Public Meeting: Richmond City Council Budget Retreat</b><br>Richmond City Council Office of the Council Chief of Staff coordinates presentations for Council information  | Library of Virginia<br>800 East Broad Street;<br>Richmond, Virginia |
| October 2014   | Richmond City Council Office of the Council Chief of Staff drafts Council Budget Richmond City Council FY 2016/2017 Richmond (Biennial) Government Budget Review/Amendment/Approval Schedule   |   |
| October 2014   | Richmond City Council Office of the Council Chief of Staff works on budget and holds meetings with Administration  | Various locations   |
| October 13, 2014<br>600-8:00 p.m.<br><br>During Richmond City Council Formal Meeting | <b>Public Meeting: Richmond City Council Formal Meeting</b><br>Richmond City Council establishes Richmond Real Estate Tax Rate by Ordinance during scheduled Richmond City Council Formal Meeting. Richmond City Council kept low Rate, at \$1.20 per \$1,000. Council has kept lowest rate in more than 30 years (2008-present; rate was \$2.12 in 1980). | Richmond City Council Chambers                                      |
| <b>November 2014</b>   |  |   |
| November 2014  | Richmond City Council Office of the Council Chief of Staff works on budget and holds meetings with Administration  | Various locations   |
| <b>December 2014</b>   |  |   |
| December 2014  | Richmond City Council Office of the Council Chief of Staff works on budget and holds meetings with Administration  | Various locations   |
| December 2014<br>TBA   | <b>Public Meeting</b><br>Mayor/Administration to submit Richmond Comprehensive Annual Financial Report/Richmond Revenue Forecasts to Richmond City Council.  | Richmond City Council Chambers                                      |
| <b>January 2015</b>  |  |   |
| January 2015   | Richmond Public Schools Board of Trustees to receive Richmond Public Schools Superintendent's Proposed FY 2016 Richmond Public Schools Budget  | As determined   |
| <b>February 2015</b>   |  |   |
| February 2015  | <b>Public Meeting</b><br>Richmond Public Schools Board of Trustees to approve the FY 2016 Richmond Public Schools Budget, which is to be transmitted to Mayor/Administration   | TBD   |
| February 2015  | Richmond City Council Office of the Council Chief of Staff prepares for Council Budget review  |   |

# March 2015

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| <p>Friday, March 6, 2015<br/>3:00 p.m.</p> <p>Changed by Richmond City Council Ordinance Number 2015-47, which was approved on Friday, March 6, 2015</p>               | <p><b>Deadline:</b><br/><del>Mayor to submit to Richmond City Council a proposed FY 2016/2017 Richmond (Biennial) Government Budget; per Richmond Code of Laws: Section 42-10 (2004), as amended.</del><br/>Failure to submit to Council as required by law shall have the consequences set forth in Richmond Code of Laws: Section 42-10 (2004), as amended. (To include: Proposed Budgets, a budget message and a Proposed Richmond Capital Improvement Plan budget.)</p>  | <p>N/A</p>                               |
| <p>Friday, March 6, 2015<br/>3:00-4:00 p.m.</p> <p>Changed by Richmond City Council Ordinance Number 2015-47, which was approved on Friday, March 6, 2015</p>          | <p><b>Public Meeting: Richmond City Council Special Meeting</b><br/><del>Mayor to submit to Richmond City Council a proposed FY 2016-2017 Richmond (Biennial) Government Budget (To include: Proposed budgets, a budget message and a Proposed Richmond Capital Improvement Plan budget.)</del></p>  | <p>Richmond City Council Chambers</p>    |
| <p>Friday, March 13, 2015<br/>3:00 p.m.</p> <p>Changed to this date by Richmond City Council Ordinance Number 2015-47, which was approved on Friday, March 6, 2015</p> | <p><b>NEW Deadline:</b><br/><b>Mayor to submit to Richmond City Council a proposed FY 2016/2017 Richmond (Biennial) Government Budget; per Richmond Code of Laws: Section 42-10 (2004), as amended.</b><br/>Failure to submit to Council as required by law shall have the consequences set forth in Richmond Code of Laws: Section 42-10 (2004), as amended. (To include: Proposed Budgets, a budget message and a Proposed Richmond Capital Improvement Plan budget.)</p>  | <p>NA</p>                                |
| <p>Friday, March 13, 2015<br/>3:00-4:00 p.m.</p> <p>Changed by Richmond City Council Ordinance Number 2015-47, which was approved on Friday, March 6, 2015</p>         | <p><b>Public Meeting: Richmond City Council Special Meeting</b><br/><del>Mayor to submit to Richmond City Council a proposed FY 2016-2017 Richmond (Biennial) Government Budget (To include: Proposed budgets, a budget message and a Proposed Richmond Capital Improvement Plan budget.)</del></p>  | <p>Richmond City Council Chambers</p>    |
| <p>Monday, March 16, 2015<br/>Noon-3:00 p.m.</p>   | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b><br/><b>Budget overview – Detailed review of Mayor’s Proposed Fiscal Year 2016-2017 Richmond Government Budget</b></p> <ul style="list-style-type: none"> <li>• Review of Richmond Comprehensive Annual Financial Report (RCAFR)</li> <li>• Richmond Real Estate Tax &amp; Fee Rates</li> <li>• Major Richmond General Fund Expenditure Changes</li> <li>• One-time Richmond Budget Items</li> <li>• Debt Service</li> <li>• Richmond City Administration Personnel Complement             <ul style="list-style-type: none"> <li>- Changes (Position Eliminations)</li> <li>- Unfunded Vacant Positions</li> <li>- Pay Raises</li> </ul> </li> <li>• Richmond Govt. Employee Benefits &amp; Human Resources</li> <li>• Richmond City Government Retirement Rates/System</li> </ul> | <p>Richmond City Council Chambers</p>    |
| <p>Friday, March 20, 2015<br/>10:00 a.m.-Noon</p>  | <p>Richmond City Council Office of the Council Chief of Staff<br/>Internal Budget Work Meeting</p>   | <p>3rd Floor, Council Conference Rm.</p> |
| <p>Thursday, March 26, 2015<br/>10:00 a.m.-Noon</p>  | <p>Richmond City Council Office of the Council Chief of Staff<br/>Internal Budget Work Meeting</p>   | <p>3rd Floor, Council Conference Rm.</p> |

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| <p><b>Monday, March 30, 2015</b><br/>Noon-5:00 p.m.</p> <p>Noon-2:00 p.m.<br/>(Schools) (Tentative)</p> | <p><b>Public Meeting: Council Special Meeting – Budget Work Session Education and Workforce Development (Noon-2 p.m.) (Tentative)</b></p> <ul style="list-style-type: none"> <li>Richmond Public Schools</li> </ul> <p><b>Well-Managed Government</b></p> <ul style="list-style-type: none"> <li>Richmond Department of Finance</li> <li>Richmond Office of the Mayor</li> <li>Richmond Office of the Chief Administrative Officer</li> <li>Richmond Department of Information Technology</li> <li><del>Richmond Department of Procurement</del><br/>(moved to April 6, 2015 on 3.31.2015)</li> </ul> <p><b>Transportation and Sustainability and the Natural Environment</b></p> <ul style="list-style-type: none"> <li>Richmond Department of Public Utilities</li> <li>Richmond Department of Public Works</li> <li>Update on newly established Parking Enterprise Fund</li> </ul> <p><b>Unique, Healthy &amp; Inclusive Communities &amp; Neighborhoods &amp; Economic Growth</b></p> <ul style="list-style-type: none"> <li><b>Richmond Social Services</b> <ul style="list-style-type: none"> <li>Richmond Department of Social Services</li> <li><del>Richmond Department of Justice Services</del><br/>(moved to April 6, 2015 on 3.31.2015)</li> <li>Richmond Deputy CAO for Human Services</li> </ul> </li> </ul> | <p>Richmond City Council Chambers</p> |
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## April 2015

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| <p><b>Monday, April 6, 2015</b><br/>Noon-4:00 p.m.</p>   | <p><b>Public Meeting: Council Special Meeting – Budget Work Session Federal Funds Consolidated Plan/Budget</b><br/>(Latest Date for Federal Funds Consolidated Plan/Budget Intro.)</p> <p><b>Well-Managed Government</b></p> <ul style="list-style-type: none"> <li>Richmond Department of Procurement<br/>(moved from 3.30.2015 on 3.21.2015)</li> </ul> <p><b>Community Safety and Well-Being</b></p> <ul style="list-style-type: none"> <li>Richmond Department of Justice Services<br/>(moved from 3.30.2015 on 3.21.2015)</li> <li>Commonwealth of Virginia – State/Constitutional Offices <ul style="list-style-type: none"> <li>Richmond Office of the City Sheriff</li> <li>Richmond Office of the Virginia Commonwealth's Attny.</li> <li><del>Richmond Office of the General Registrar of Voters</del><br/>(moved to April 13, 2015 on 4.7.2015)</li> </ul> </li> <li>Richmond Department of Fire &amp; Emergency Services</li> <li>Richmond Office of Animal Care and Control</li> <li>Richmond Department of Emergency Communications</li> <li>Richmond Police Department</li> </ul> <p><b>Unique, Healthy &amp; Inclusive Communities/Neighborhoods/Economic Growth</b></p> <ul style="list-style-type: none"> <li>Richmond Depart. of Planning and Development Review <ul style="list-style-type: none"> <li>Richmond Riverfront Plan</li> </ul> </li> <li>Richmond Dept. of Economic and Community Development</li> </ul> <p><b>Richmond Capital Improvement Plan Initial Review (PART 1)</b><br/>(moved to April 13, 2015 on 4.7.2015)</p> | <p>Richmond City Council Chambers</p>  |
| <p><b>Monday, April 6, 2015</b><br/>Immediately following Budget Work Session meeting<br/>(Added 4.1.2015)</p>                                   | <p><b>Public Meeting: Council Special Meeting – Intro. of Legislation</b><br/>Official Introduction of U.S. Department of Housing and Urban Development (USHUD)/Community Development Block Grant (CDBG) Funds/Federal funds funding Ordinances for Council public hearing being held Monday, April 13, 2015, during the Council Formal meeting.</p>   | <p>Richmond City Council Chambers</p>  |
| <p><b>Monday, April 6, 2015</b><br/>5:00-7:00 p.m.</p> <p>During Richmond City Council Organizational Development Standing Committee Meeting</p> | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b></p> <ul style="list-style-type: none"> <li>Richmond City Council Offices <ul style="list-style-type: none"> <li>Office of the Assessor of Real Estate</li> <li>Office of the City Attorney</li> <li>Office of the City Auditor</li> <li>Office of the City Clerk</li> <li>Office of the Council Chief of Staff</li> </ul> </li> </ul>  | <p>Richmond City Council Chambers<br/>Richmond City Council 2<sup>nd</sup> Floor Large Conference Room<br/>Richmond City Hall 2<sup>nd</sup> Floor<br/>(Meeting location changed 4.1.2015)</p> |
| <p><b>Friday, April 10, 2015</b><br/>10:00 a.m.-Noon</p>   | <p>Richmond City Council Office of the Council Chief of Staff<br/>Internal Budget Work Meeting</p>   | <p>3rd Floor, Council Conference Rm.</p>   |

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| <p><b>Monday, April 13, 2015</b><br/>Noon -4:00 p.m.</p>                             | <p><b>Public Meeting: Council Special Meeting – Budget Work Session Unique, Healthy &amp; Inclusive Communities &amp; Neighborhoods &amp; Economic Growth</b></p> <ul style="list-style-type: none"> <li>Commonwealth of Virginia – State/Constitutional Office <ul style="list-style-type: none"> <li>Richmond Office of the General Registrar of Voters (moved to April 13, 2015 on 4.7.2015)</li> </ul> </li> </ul> <p><b>Richmond Capital Improvement Plan Initial Review (PART 1)</b><br/>(moved to April 13, 2015 on 4.7.2015)</p> <ul style="list-style-type: none"> <li><b>Review of Federal U.S. Department of Housing and Urban Development/Community Development Block Grant (CDBG) Funds/Federal Funds</b></li> <li>Richmond Non-Departmental Govt. Budget Review</li> <li><b>Richmond Social Services (continued)</b> <ul style="list-style-type: none"> <li>Richmond Public Library</li> <li>Richmond Department of Parks, Recreation and Community Facilities</li> </ul> </li> </ul> <p><b>Education and Workforce Development</b></p> <ul style="list-style-type: none"> <li>Mayor’s Office of Community Wealth Building and Richmond Workforce Development</li> </ul> <p><b>Richmond Capital Improvement Plan Initial Review (PART 2)</b></p> | <p>Richmond City Council Chambers</p> |
| <p><b>Monday, April 13, 2015</b><br/>6:00-8:00 p.m.<br/>Council Formal Meeting</p>   | <p><b>Public Meeting: Budget Hearings</b></p> <p><b>Public Hearing on Budget to be held during Council Formal Meeting to solicit additional public input on Richmond Government Budget.</b></p> <p>Public Hearing on Federal U.S. Department of Housing and Urban Development/Community Development Block Grant (CDBG) Funds/Federal Funds (Moved from 4.27.2015 on 4.1.2015)</p>  | <p>Richmond City Council Chambers</p> |
| <p><b>Monday, April 13, 2015</b><br/>5:00 p.m.</p>                                   | <p><b>DEADLINE:</b><br/>Councilmembers to submit proposed budget amendments to Richmond City Council Office of the Council Chief of Staff Budget Staff by 5:00 p.m.</p>  | <p>N/A</p>                            |
| <p><b>Tuesday, April 14, 2015</b><br/>5:00 p.m.</p>                                  | <p><b>DEADLINE:</b><br/>Richmond City Council Office of the Council Chief of Staff to provide list of proposed Councilmember budget amendments to Richmond Office of the City Attorney by 5:00 p.m.</p>  | <p>N/A</p>                            |
| <p><b>Friday, April 17, 2015</b></p>   | <p><b>DEADLINES:</b></p> <ol style="list-style-type: none"> <li>Richmond Office of the City Attorney to provide list of Amendments to Council Budget Staff by Noon</li> <li>Richmond City Council Office of the Council Chief of Staff to Provide List of Budget Amendments to Council for review</li> </ol>   | <p>N/A</p>                            |
| <p><b>Monday, April 20, 2015</b><br/>Noon-4:00 p.m.</p>                              | <p><b>Council Budget Amendment Discussion – Part 1</b></p>   | <p>Richmond City Council Chambers</p> |
| <p><b>Monday, April 27, 2015</b><br/>4:00-6:00 p.m.<br/>Council Informal Meeting</p> | <p><b>Public Meeting: Council Informal Mtng. – Budget Work Session</b></p> <p><b>Council Budget Amendment Discussion – Part 2</b></p> <ul style="list-style-type: none"> <li>Richmond Capital Improvement Plan</li> <li>Richmond Government Special Funds</li> </ul>   | <p>Richmond City Council Chambers</p> |
| <p><b>Monday, April 27, 2015</b><br/>6:00-8:00 p.m.<br/>Formal Meeting</p>           | <p><b>Public Meeting</b><br/>May include budget discussion</p>   | <p>Richmond City Council Chambers</p> |
| <p><b>Thursday, April 30, 2015</b><br/>3:00-5:00 p.m.</p>                            | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b></p> <p><b>Council Budget Amendment Discussion – Part 3</b></p>   | <p>Richmond City Council Chambers</p> |
| <p><b>May 2015</b></p>   |  |                                       |
| <p><b>Friday, May 1, 2015</b><br/>3:00-5:00 p.m.</p>                                 | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b></p> <p><b>TENTATIVE</b></p> <p><b>Council Budget Amendment Discussion – Part 4</b></p>   | <p>Richmond City Council Chambers</p> |

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| Monday, May 4, 2015<br>4:00-8:00 p.m.  | <b>Public Meeting: Council Special Mtng. – Budget Amendments</b><br><b>Deadline:</b><br><b>Introduction of Council Budget Amendments</b>  | Richmond City<br>Council Chambers |
| Monday, May 11, 2015<br>4:00-6:00 p.m.                                       | <b>Public Meeting: Council Informal Meeting</b><br>May include budget discussion  | Richmond City<br>Council Chambers |
| Monday, May 11, 2015<br>6:00-800 p.m.<br><br>Council Formal Meeting          | <b>Public Meeting: Council Formal Meeting – (Possible Final VOTE)</b><br><b>Council to vote on Richmond Public Schools funding for FY 2016/17; proposed documents for U. S. Department of Housing and Urban Development Community Development Block Grant funds (Parts of the Richmond Government Budget); and, Richmond Capital Improvement Plan</b><br><br><b>Council to vote on the final amendments and parts of the FY 2016/2-017 Richmond Government (Biennial) Budget</b><br><br>Richmond City Council FY 2016/2-017 Richmond Government (Biennial) Budget Established | Richmond City<br>Council Chambers |
| Wednesday, May 13, 2015<br>DEADLINE: Richmond Public Schools Budget Adoption | NOTE: Pursuant to the Virginia Code of Laws: 22.1-93, Richmond City Council must adopt a Budget for Richmond Public Schools by May 15, or within 30 days of receipt of state school funding estimates to localities, whichever shall occur later.   | N/A                               |
| Wednesday, May 13, 2015<br>Federal Funds Submission<br>*DEADLINE*/A          | NOTE: Pursuant to U.S. Federal Law: The request for U.S. Dept. of Housing and Urban Development Community Development Block Grant funds, which shall include Annual Consolidated Action Plans and Budgets, must be submitted to the U.S. Dept. of Housing and Urban Development no later than 45 days before the start of the grantee's program year.   | N/A                               |
| Tuesday, May 26, 2015<br><br>Council Formal Meeting                          | <b>Public Meeting: Council Formal Meeting – (If needed for a FINAL VOTE)</b><br><b>Council to vote on the final amendments and parts of the FY 2016/2-017 Richmond Government (Biennial) Budget</b><br><br>Richmond City Council FY 2016/2-017 Richmond Government (Biennial) Budget Established  | Richmond City<br>Council Chambers |
| <b>July 2015</b>   |   |                                   |
| July 1   | <b>New Richmond City Council FY 2016/2017 Richmond (Biennial) Government Budget begins</b>  |                                   |