



# Richmond City Council FY 2017 Richmond Government Budget Review/Amendment/Approval Schedule

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

NOTE: This schedule is subject to updates/Updated 1400 hrs 4.4.2016/srs

| Date/Time   | Description   | Location  |
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| <b>July/Oct. 2015</b>   |   |   |
| July/August/<br>Sept./Oct.  | Council Chief of Staff Office works on budget review and prepares Council Budget Retreat  | Various locations   |
| <b>October 2015</b>   |   |   |
| Monday,<br>October 19,<br>2015<br>Noon - 5:00<br>p.m.                                       | <b>Public Meeting: Richmond City Council Budget Retreat</b><br>Council Chief of Staff Office coordinates presentations for Council in preparation of Fiscal Year 2017 Richmond Government Budget as follows: <ul style="list-style-type: none"> <li>Richmond Regional Economy</li> <li>Richmond Real Estate Assessments and Budget Impact</li> <li>Richmond Government Budget Debt Capacity and Impact on Upcoming Capital Budgets</li> <li>Richmond City Council Approved Fiscal Year 2017 Plan</li> <li>Richmond Government Budget Expenditures</li> <li>Discussion: Richmond City Council Fiscal Year 2017 Richmond Government Budget Priorities</li> <li>2016 Virginia General Assembly Legislative Agenda/Proposals</li> </ul> | Virginia Union University<br>Claude G. Perkins Living and Learning Center - 1500 N. Lombardy Street, Richmond, Virginia |
| <b>November 2015</b>  |   |   |
| November 9,<br>2015<br>6:00-8:00<br>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 \$100. Council has kept lowest rate in more than 30 years. (2008-present rate is at \$1.20/\$100); The rate was \$2.12 in 1980)   | Richmond City Council Chambers  |
| November 2015   | Council Chief of Staff Office works on budget and holds meetings with Administration.   | Various locations   |
| <b>December 2015</b>  |   |   |
| December 2015   | Council Chief of Staff Office works on budget and holds meetings with Administration.   | Various locations   |
| December 2015   | Council Chief of Staff Office drafts Richmond City Council FY 2017 Richmond Government Budget Review/Amendment/Approval Schedule.   |   |
| December 2015<br>TBA  | <b>Public Meeting</b><br><b>Mayor/Administration to submit Richmond Comprehensive Annual Financial Report</b>   | Richmond City Council Chambers  |
| <b>January 2016</b>   |   |   |

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| January 2016<br>TBA   | Richmond Public Schools Board of Trustees to receive Richmond Public Schools Superintendent's Proposed FY 2017 Richmond Public Schools Budget   | As determined  |
| <b>February 2016</b>  |   |  |
| February 2016   | <b>Public Meeting</b><br>Richmond Public Schools Board of Trustees to approve the FY 2017 Richmond Public Schools Budget, which is to be transmitted to Mayor/Administration.   | TBD  |
| February 2016   | Council Chief of Staff Office prepares for Council Budget review.   |  |
| <b>March 2016</b>   |   |  |
| <b>Friday, March 4, 2016</b><br>3:00-4:00 p.m.  | <b>Public Meeting: Richmond City Council Special Meeting</b><br>Mayor to submit to Richmond City Council a proposed FY 2017 Richmond (Biennial) Government Budget (To include: Proposed budgets, a budget message and a Proposed Richmond Capital Improvement Plan budget.)<br><br>Deadline: Mayor to submit to Richmond City Council a proposed Fiscal Year 2017 Richmond Government Budget; per Richmond Code of Laws (Ordinances): Section 42-10 (2004), as amended. 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.) | Richmond City Council Chambers                                       |
| <b>Monday, March 14, 2016</b><br>9:00 a.m. - 1:00 p.m.<br><br>(Added 2.25.2016)                                     | <b>Public Meeting: Joint meeting with the Richmond Public Schools Board of Trustees</b><br><br>Richmond City Council and Richmond Public Schools Board of Trustees to hold a joint meeting to discuss matters pertaining to Fiscal Year 2017 funding/budget priorities for Richmond Public Schools  | Richmond Police Academy<br>1202 W. Graham Road<br>Richmond, Virginia |
| <b>Monday, March 14, 2016</b><br>Noon-3:00 p.m.<br><br>(Meeting/Agenda moved to Monday March 21, 2016 on 2.25.2016) | <b>Public Meeting: Council Special Meeting—Budget Work Session</b><br><b>Budget overview—Detailed review of Mayor's Proposed Fiscal Year 2017 Richmond Government Budget</b><br><ul style="list-style-type: none"> <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 Changes (Position Eliminations)</li> <li>▲ Unfunded Vacant Positions</li> <li>▲ Pay Raises</li> <li>▲ Richmond Govt. Employee Benefits &amp; Human Resources</li> <li>▲ Richmond City Government Retirement Rates/System</li> </ul>                                     | Richmond City Council Chambers                                       |
| <b>Friday, March 18, 2016</b><br>10:00 a.m.- Noon   | Council Chief of Staff Office Internal Budget Work Meeting  | 3rd Floor, Council Conf. Rm.   |
| <b>Monday, March 21, 2016</b><br>Noon-5:00 p.m.<br><br>Noon-2:00 p.m. (Schools)                                     | <b>Public Meeting: Council Special Meeting – Budget Work Session</b><br><b>Education and Workforce Development (Noon-2 p.m.)</b> <ul style="list-style-type: none"> <li>• Richmond Public Schools</li> </ul> <b>Budget overview – Detailed review of Mayor's Proposed Fiscal Year 2017 Richmond Government Budget</b> <ul style="list-style-type: none"> <li>• Richmond Real Estate Tax &amp; Fee Rates</li> <li>• Major Richmond General Fund Expenditure Changes</li> </ul>   | Richmond City Council Chambers                                       |

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| <p>(Meeting/Agenda from Monday, March 14, 2016 Moved to this date on 2.25.2016)</p> <p>(Items scratched through were moved to Monday March 28, 2015 on 3.22.2016)</p>  | <ul style="list-style-type: none"> <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><b>Well-Managed Government</b></p> <ul style="list-style-type: none"> <li>• Richmond Department of Finance</li> <li>• Richmond Department of Procurement</li> <li>• Richmond Office of the Mayor</li> <li>• Richmond Office of the Chief Administrative Officer</li> <li>• Richmond Department of Information Technology</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>Thursday, March 24, 2016</b><br/>10:00 a.m.- Noon</p>  | <p>Council Chief of Staff Office Internal Budget Work Meeting</p>   | <p>3rd Floor, Council Conf. Rm.</p>   |
| <p><b>Monday, March 28, 2015</b><br/>Noon-4:00 p.m.</p> <p>Richmond City Council Informal and Formal Meetings also to be held (beginning at 4:00 p.m. and 6:00 p.m., respectively)</p> <p>(First two sections were moved to Monday March 28, 2015 on 3.22.2016. MOPS added on 3.22.2016)</p> <p>(Items scratched through were moved to Monday, April 4, 2016 on 3.29.2016/ Emergency Com. moved on 4.4.2016)</p> | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b></p> <p><b>Well-Managed Government</b></p> <ul style="list-style-type: none"> <li>• Richmond Department of Information Technology</li> <li>• Mayor's Office of the Press Secretary</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>• Commonwealth of Virginia – State/Constitutional Office <ul style="list-style-type: none"> <li>- Richmond Office of the General Registrar of Voters</li> </ul> </li> </ul> <p><b>Community Safety and Well-Being</b></p> <ul style="list-style-type: none"> <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> </ul> </li> <li>• Richmond Department of Justice Services</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>Richmond City Council Chambers</p> |
| <p><b>April 2016</b></p>   |   |                                       |
| <p><b>Friday, April 1, 2016</b><br/>10:00 a.m.- Noon</p>   | <p>Council Chief of Staff Office Internal Budget Work Meeting</p>   | <p>3rd Floor, Council Conf. Rm.</p>   |

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| <p><b>Monday, April 4, 2016</b><br/>Noon-4:00 p.m.</p> <p>Richmond City Council Organizational Development Standing Committee Meeting to be held: 5:00-7:00 p.m.</p>   | <p><b>Public Meeting: Council Special Meeting – Intro. of Legislation</b><br/><b>Federal Funds Consolidated Plan/Budget</b><br/>(Latest Date for Federal Funds Consolidated Plan/Budget Intro.)</p> <p>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 11, 2016, during the Council Formal meeting.</p>   | <p>Richmond City Council Chambers</p> |
| <p><b>Monday, April 4, 2016</b><br/>Immediately following Special Meeting for Intro. of Legislation and may last through Council Org. Dev. Standing Committee Meeting, scheduled 5:00-7:00 p.m.</p> <p>(First two sections were moved to Monday, April 4, 2016 on 3.29.2016/ Emergency Com. moved on 4.4.2016)</p> | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b></p> <p><b>Well-Managed Government</b></p> <ul style="list-style-type: none"> <li>• Office of the Press Secretary</li> </ul> <p><b>Community Safety and Well-Being</b></p> <ul style="list-style-type: none"> <li>• Richmond Office of Animal Care and Control</li> <li>• Richmond Department of Justice Services</li> <li>• Richmond Department of Fire &amp; Emergency Services</li> <li>• Richmond Department of Emergency Communications</li> </ul> <p><b>Richmond Capital Improvement Plan Initial Review (PART 1)</b></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>Richmond City Council Offices</b></p> <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>- Council Chief of Staff Office</li> </ul> | <p>Richmond City Council Chambers</p> |
| <p><b>Friday, April 8, 2016</b><br/>10:00 a.m.- Noon</p>   | <p>Council Chief of Staff Office Internal Budget Work Meeting</p>   | <p>3rd Floor, Council Conf. Rm.</p>   |
| <p><b>Monday, April 11, 2016</b><br/>Noon -4:00 p.m.</p> <p>Richmond City Council Informal and Formal Meetings also to be held that day (beginning at 4:00 p.m. and 6:00 p.m., respectively)</p>   | <p><b>Public Meeting: Council Special Meeting – Budget Work Session</b></p> <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>- Richmond Deputy CAO for Human Services</li> </ul> </li> <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 &amp; Community Development</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> |

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| Monday,<br>April 11, 2016<br>5:00 p.m.  | <b>DEADLINE:</b> Councilmembers to submit proposed budget amendments to Richmond City Council Office of the Council Chief of Staff Budget Staff by 5:00 p.m.  | N/A                                     |
| Monday,<br>April 11, 2016<br>6:00-8:00<br>p.m.<br>Council<br>Formal<br>Meeting  | <b>Public Meeting: Budget Hearings: Council Formal Meeting</b><br>Public Hearing on Budget to be held during Council Formal Meeting to solicit additional public input on Richmond Government Budget.<br><br>Public Hearing on U.S. Dept. of Housing & Urban Development/ Community Development Block Grant (CDBG) Funds/Fed. Funds   | Richmond<br>City<br>Council<br>Chambers |
| Monday,<br>April 18, 2016<br>Noon-4:00<br>p.m.  | <b>Public Meeting: Council Special Meeting – Budget Work Session</b><br><b>Council Budget Amendment Discussion – Part 1</b>   | Richmond<br>City Council<br>Chambers    |
| Monday,<br>April 25, 2016<br>6:00-8:00<br>p.m.<br>Formal Mtng.  | <b>Public Meeting: Council Formal Meeting</b><br>May include budget discussion  | Richmond<br>City Council<br>Chambers    |
| Thursday,<br>April 28, 2016<br>3:00-5:00<br>p.m.  | <b>Public Meeting: Council Special Meeting – Budget Work Session</b><br><b>Council Budget Amendment Discussion – Part 2</b>   | Richmond<br>City Council<br>Chambers    |
| <b>May<br/>2016</b>   |   |   |
| Monday,<br>May 2, 2016<br>1:00 p.m. –<br>until<br><br>Council<br>Organizational<br>Development<br>Standing Com.<br>Meeting to be<br>held: 5:00-7:00<br>p.m. | <b>Public Meeting: Council Special Mtng. – Budget Amendments</b><br><b>Introduction of Council Budget Amendments</b>  | Richmond<br>City Council<br>Chambers    |
| Monday,<br>May 9, 2016<br>6:00-8:00<br>p.m.<br>Council<br>Formal<br>Meeting   | <b>Public Meeting: Council Formal Meeting</b><br><b>Possible Final Vote on Budget/Richmond City Council FY 2017 Richmond Government Budget Established</b><br>Council to vote on Richmond Public Schools funding for FY 2017; 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<br><br>Council to vote on the final amendments and parts of the FY 2017 Richmond Government Budget | Richmond<br>City Council<br>Chambers    |
| Friday, May<br>13, 2016<br>DEADLINE:<br>Richmond<br>Public<br>Schools<br>Budget<br>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                                     |
| Friday, May<br>13, 2016<br>Noon – 1:00  | <b>Public Meeting: Council Special Mtng. (If Needed)</b>  | Richmond<br>City Council<br>Chambers    |

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| p.m.   |   |                                      |
| <b>Monday,<br/>May 16, 2016</b><br>Federal<br>Funds<br>Submission<br>*DEADLINE*/<br>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                                  |
| <b>Monday,<br/>May 16, 2016</b><br>Noon – 1:00<br>p.m.   | <b>Public Meeting: Council Special Mtng.<br/>(If Needed)</b>  | Richmond<br>City Council<br>Chambers |
| <b>Monday,<br/>May 23, 2016</b><br>Noon – 1:00<br>p.m.<br><br>Richmond City<br>Council Informal<br>and Formal<br>Meetings also to<br>be held that<br>day (beginning<br>at 4:00 p.m. and<br>6:00 p.m.,<br>respectively) | <b>Public Meeting: Council Special Mtng.<br/>(If Needed)</b>  | Richmond<br>City Council<br>Chambers |
| <b>Tuesday,<br/>May 31, 2016</b><br>Noon – 1:00<br>p.m.  | <b>Public Meeting: Council Special Mtng.<br/>(If Needed)</b>  | Richmond<br>City Council<br>Chambers |
| <b>July 2016</b>   |   |                                      |
| <b>July 1</b>  | <b>New Richmond City Council<br/>FY 2017 Richmond<br/>Government Budget begins</b>  |                                      |