



## City Council Special Meeting Agenda

**Date:** 1-2-14  
**Time:** 4:15 p.m.  
**Location:** City Hall Council Chambers

- Mayor Nancy Tia Brown
  - Donny Anderson
  - Bryan Edwards
  - Jerry Fritz
  - Landon Greer
  - Steve Miller
  - Stan Wolz
  - City Administrator, Jenni Rosencranse
  - Administrative Services Officer, Cindy Baker
  - City Attorney, Scott Kolpitcke
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- Discuss FY14-15 Budget Calendar.
    - Staff Reference: Leslie Brumage, Finance Officer
  - Discuss and Set Date for Board Appointment Interviews.
  - Discuss Contractor Board Meetings.
    - Staff Reference: Jenni Rosencranse, City Administrator
  - Discuss Administrative Services Staff Changes.
    - Staff Reference: Jenni Rosencranse, City Administrator
  - January 7, 2014 agenda questions.
  - Staff Updates
  - Council Updates
  - Executive Session - - To discuss potential litigation pursuant to Wyoming State Statue 16-4-405 and to discuss personnel matters pursuant to Wyoming State Statue 16-4-405(a)(II).
  - Meeting Reminders:
    - Tuesday, January 7, 2014 –Regular Council Meeting 7:00 p.m. City Council Chambers

Time Adjourned: \_\_\_\_\_

	Date	Time	Attendees
<input type="checkbox"/> Council Budget Workshop - Financial Trends Report (dinner provided)	January 22	4:30pm - 7:00pm	Council, BC, DH
<input type="checkbox"/> Council Budget Workshop - Financial Management Policy & Mid Year Update (dinner provided)	January 29	4:30pm - 7:30pm	Council, BC, DH
<input type="checkbox"/> Council Budget Workshop - Budget Goals Review	February 5	4:30pm - 6:30pm	Council, BC, DH
<input type="checkbox"/> Distribution of revenue worksheets	February 18		
<input type="checkbox"/> Revenue worksheets due from departments	March 7		
<input type="checkbox"/> Preparation of budget worksheets by admin services	March 10-14		
<input type="checkbox"/> Revenue meeting	March 14	9am - Noon	BC, DH
<input type="checkbox"/> Personnel requests due	March 17		
<input type="checkbox"/> Distribution of budget worksheets	March 17		
<input type="checkbox"/> WAM-JPIC health insurance rate setting meetings	March 27 & 28		
<input type="checkbox"/> Notice to public to apply for special budget requests	March 28		
<input type="checkbox"/> Budget requests, vehicle replacement schedule & CIP forms due	April 11		
	April 23	9am - 3pm	BC, DH
<input type="checkbox"/> Department Head budget worksessions (budget requests, personnel requests, CIP forms and 2nd revenue review	April 24	9am - 3pm	BC, DH
	April 25	9am - 3pm	BC, DH
<input type="checkbox"/> Special budget requests due from public	April 28		
<input type="checkbox"/> Proposed budget & funding requests to Council	May 6		
	May 21	4-8pm	
<input type="checkbox"/> Council budget worksessions & special funding allocations	May 22	4-8pm	Council, BC, DH
		9 - 10am	
<input type="checkbox"/> Budget presentation to employees	May 29	3 - 4pm	
<input type="checkbox"/> Budget Ordinance 1st reading	June 3	Council Meeting	
<input type="checkbox"/> Year End Procedures Mandatory Training	June 5	10am - Noon	DH, Supervisors
<input type="checkbox"/> Publication of budget hearing notice	June 10		
<input type="checkbox"/> Budget Ordinance 2nd reading	June 12	Council Meeting	
<input type="checkbox"/> Budget hearing - 3rd & final Ordinance reading	June 17	Council meeting	
<input type="checkbox"/> Distribution of final budget books	August 4		