

Working Together

WORKING NORMS AND PROCESSES IN ELECTION YEAR
FALL STRATEGY MEETING, OCTOBER 26, 2021

1

Overview

Review election season norms and processes
Discuss FY 2023 budget development process and schedule

2

Election Season Norms

Staff Interaction & Building Usage

- City staff are not permitted to participate in political activity for an elected official as a part of their work duties
- Political tasks should never be performed using city resources or property

Information Sharing

- Starting November 1, every City Council information request will be uploaded to the online candidate portal

3

Altered Town Hall Guidelines

Year	Number of Town Halls
Now - October 31, 2021	No more than two (2) town halls per member
November 1, 2021 - April 30, 2022	No town halls due to elections
May 1, 2022 - December 31, 2022 (Election Year)	No more than three (3)* town halls per member *Only one in-person/virtual combo, in CMGC ONLY
January 1, 2023 - June 30, 2023 (Election Year)	No more than two (2) town halls per member

Virtual Town Hall guidelines created in 2020 still followed.

4

FY 2023 Budget Development Process*

Example 1	Example 2	Example 3
January Budget Workshop	January Budget Workshop	January Budget Workshop
February Budget Workshop	February Budget Workshop	February Budget Workshop
March 8 – Primary Elections	March 8 – Primary Elections	March 8 – Primary Elections
Early April – Manager’s Proposed Budget	March Budget Workshop	March Budget Workshop
Early April – Budget Public Hearing	April 26 – General Elections	April 26 – General Elections
April 26 – General Elections	Early May – Manager’s Proposed Budget	Early May – Manager’s Proposed Budget
Early May – Budget Adjustments	Early May – Budget Public Hearing	Mid-May – Budget Public Hearing
Mid-May – Straw Votes	Mid-May– Budget Adjustments	Mid-May – Budget Adjustments/Straw Votes
Late May – FY 2023 Budget Adoption	Late May – Straw Votes	Late May/Early June – FY 2023 Budget Adoption
Late May/Early June – City Council Swearing In	Late May/Early June – City Council Swearing In	Late May/Early June – City Council Swearing In
	Early June – FY 2023 Budget Adoption	

*If a second federal primary occurs, the Municipal General Election will be moved to May 17.

Questions?