



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**DATE:** October 7, 2015

**TO:** Council Budget and Finance Committee

**FROM:** Director of Finance

**SUBJECT**

Meeting Schedule & Work Plan FY 2016

**RECOMMENDATION**

That the Committee receives and comments on the updated FY 2016 Council Budget & Finance Committee Meeting Schedule and Work Plan.

**BACKGROUND AND DISCUSSION**

Each year the Council Budget & Finance Committee establishes a meeting schedule and work plan. As workloads shift and priorities emerge, this schedule/plan is periodically updated. An updated plan is included with each meeting agenda for Committee review.

*Prepared and Recommended by:* Tracy Vesely, Director of Finance

Approved by:

Fran David, City Manager

Attachments:

Attachment I

FY 2016 Meeting Schedule and Work Plan