

INTRODUCED: December 15, 2025

AN ORDINANCE No. 2025-283

To amend City Code § 12-11, concerning the deadline for submission of budget to Council, for the purpose of changing the deadline for submission from March 27 to March 11.

\_\_\_\_\_  
Patron – Ms. Newbille

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: JAN 26 2026 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That section 12-11 of the Code of the City of Richmond (2020) be and is hereby **amended** as follow:

**Sec. 12-11.** Deadline for submission of budget to Council.

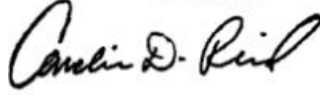
Pursuant to Section 6.02 of the Charter, the day fixed by the Council for the submission by the Mayor of the budgets, the budget message and the capital budget as required by Section 6.02 of the Charter shall be March [~~27~~] 11, or, if such date falls on a weekend or legal holiday, the last City working day before such date, of each year, except that following an election year in which a

AYES: 9 NOES: 0 ABSTAIN: \_\_\_\_\_

ADOPTED: FEB 9 2026 REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

new Mayor is elected, the deadline shall be March 27, or, if such date falls on a weekend or legal holiday, the last City working day before such date.

§ 2. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:**  
**TESTE:**  
  
**City Clerk**

**DATE:** November 21, 2025  
**TO:** The Honorable Members of City Council  
**THROUGH:** Julie Caldwell, Council Deputy Chief of Staff  
**THROUGH:** Will Perkins, Senior Legislative Services Manager  
**FROM:** The Honorable Cynthia Newbille  
**RE:** To amend City Code § 12-11, concerning the deadline for submission of budget to Council, for the purpose of changing the deadline for submission from March 27 to March 11.

**CNL-2025-0056**

**PURPOSE:** To move the deadline for submission of the Mayor's proposed budget from March 27 to March 11, except in years following the election of a new Mayor at which time the budget will be due on March 27.

**BACKGROUND:** The budget review task force agreed on an earlier submission of the budget to council to allow for earlier initial public hearing and public hearing on proposed Council amendments. The earlier submission date is also meant to improve collaboration, information sharing and deliberation between Administration, Council and the public.

**COMMUNITY ENGAGEMENT:** The earlier date submission also strengthens public participation. All efforts will be made to maximize public hearings during format meetings to maximize public engagement. The Mayor and Council will also have more time to host additional town halls on the topic.

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** This supports a more efficient city hall and budgeting process for constituents.

**FISCAL IMPACT:** N/A

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** December 8, 2025

**CITY COUNCIL PUBLIC HEARING DATE:** January 12, 2025

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** N/A

**AFFECTED AGENCIES:** Office of Chief Administrative Officer, Department of Budget and Strategic Planning.

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Chapter 12, Article II §§ 12-11

**ATTACHMENTS:** Draft Ordinance

**STAFF:** Julia Caldwell, Deputy Chief of Staff, (804-646-0454)