

DRAFT
(SUBJECT TO CHANGE)

2014 Budget Process Calendar

Friday, February 15	County Treasurer annual report due	Wednesday, June 26	Budget Distributed to City Commission and posted on website
Friday, March 15	4 th Quarter 2012 Report	Tuesday, July 9	City Commission authorizes publication of Budget
Monday, April 1	Letter mailed to vendor / social service agencies and application materials posted on the web	Wednesday July 10 – Noon	Budget material provided to Journal World for publication 07/13/13 (ten days notice)
Friday, April 19	Budget Priorities/ Budget Kick off Memo distributed Run Baseline Payroll Projection	Tuesday, July 23	Public Hearing on Budget – Budget Ordinance first reading (no later than 8/15)
Thursday, April 25	County provides revenue estimates	Tuesday, August 13	Budget adopted by City Commission – Budget Ordinance second reading
Tuesday, April 30	1 st Quarter 2013 Report	Wednesday August 14 – Noon	Budget ordinance provided to Journal World for publication 08/17/2014
Friday, May 3	Requests Due from social service agencies and vendor services	Wednesday, August 21	Budget, along with certified copy of ordinance, filed with County Clerk (at least ten days from hearing)
Wednesday, May 8	Department Budget Information Submitted to City Manager’s Office	Sunday, August 25	Statutory deadline for budget submittal
Friday, May 10	Budget Information provided to Douglas County for Fire Med and Planning	Friday, September 27	Adopted Budget posted on the web
Tuesday, May 21	Motor, Recreational, and 16/20 vehicle tax estimates due from County	Tuesday, November 12	Budget submitted to GFOA for review (90 days following adoption)
Friday, May 31	Receive recommendations from social service funding advisory board Department Summary Pages updated in “Pages to Publish” folder on network	Sunday, December 1	County Clerk submits all budgets to State A&R
Tuesday, June 4	City Commission Study Session (4:00 – 6:00 pm) @ City Hall Budget Overview Goal Setting		
Tuesday, June 4	Public Comment on CC Regular Agenda State Assessed numbers released		
Tuesday, June 18	CC Agenda Item – Budget Information/ Update		
Monday, July 1	Budget information from County Clerk and Treasurer should be received		