

2015 Budget Process Calendar

DRAFT

Monday, February 17	County Treasurer annual report due	Tuesday, July 1	Budget information from County Clerk and Treasurer should be received
Tuesday, April 1	Letter mailed to vendor / social service agencies and application materials posted on the web	Thursday, July 3	Budget Distributed to City Commission and posted on website
Friday, April 18	Budget Priorities/ Budget Kick off Memo distributed Run Baseline Payroll Projection	Tuesday, July 8	City Commission Study Session (3:30 – 5:30 pm) @ City Hall
Friday, April 25	County provides revenue estimates	Tuesday, July 22	City Commission authorizes publication of Budget
Thursday, April 17	1 st Quarter 2013 Report	Wednesday July 23 – Noon	Budget material provided to Journal World for publication Friday 07/25/13 (ten days between publication and hearing)
Friday, May 2	Requests Due from social service agencies and vendor services	Tuesday, August 5	Public Hearing on Budget – Budget Ordinance first reading (no later than 8/15) Utility Rate Ordinances
Monday, May 5	Public Input Meeting 5:30pm Union Pacific Depot	Tuesday, August 12	Budget adopted by City Commission – Budget Ordinance second reading
Wednesday, May 7	Department Budget Information Submitted to City Manager’s Office	Wednesday August 13 – Noon	Budget ordinance provided to Journal World for publication 08/16/2014
Thursday, May 8	Public Input Meeting 5:30pm Fire Station #5	Wednesday, August 20	Budget, along with certified copy of ordinance, filed with County Clerk (at least ten days from hearing)
Friday, May 9	Budget Information provided to Douglas County for Fire Med and Planning	Monday, August 25	Statutory deadline for budget submittal
Tuesday, May 20	City Commission Study Session (3:30 – 5:30 pm) @ City Hall Public Comment on CC Regular Agenda	Monday, September 1	Notify Outside Agencies of budget allocations
Wednesday, May 21	Motor, Recreational, and 16/20 vehicle tax estimates due from County	Tuesday, September 30	Adopted Budget posted on the web
Friday, May 30	Receive recommendations from social service funding advisory board Department Summary Pages updated in “Pages to Publish” folder on network	Friday, October 31	Outside Agency agreements mailed
Monday, June 2	State Assessed numbers released to County	Wednesday, November 12	Budget submitted to GFOA for review (90 days following second reading) Publish hard copies
Tuesday, June 17	City Commission Study Session (3:30 – 5:30 pm) @ City Hall: Budget Overview Goal Setting	Monday, December 1	County Clerk submits all budgets to State