

FY 2010-11 Budget Calendar - Key Actions by Phase

		<i>Completion Date</i>
<p>Draft Budget Phase: October-December</p> <p><i>Goal:</i> Identify priorities and key operating assumptions ; develop first draft of the budget .</p>	<p>October: Planning and Rollout Final Budget Calendar Released Review Process with URACs/PHB/Stakeholders (schedule time on agendas)</p> <p>November: Review Priorities and Develop Draft Budgets URACs, PHB, and stakeholders provide input on URA Priorities</p> <p>December: Finalize Draft Budgets and URACs Financial Planning Completes Resource Forecasts Draft URA Budgets completed and balanced Goals/metrics for planned expenditures Project Descriptions Updated URACs Review Budgets and draft letters PHB Budget Advisory Committee Reviews Draft Budgets General Fund Request Developed</p>	<p>October 30 October-November</p> <p>November-December</p> <p>December 4 December 11 December 11 December 11 December 11 December 31 December 31</p>
<p>Requested Budget Phase: January-February</p> <p><i>Goal:</i> Revise Draft Budget; Submit Requested Budget to OMF/Council</p>	<p>January: Review with Exec Team and Commission/Mayor Budgets presented to Exec Team Review Budget/Makes Changes Budgets presented to Commission/Mayor Review/Makes Changes</p> <p>February: Compile and Send Requested Budget to OMF Housing Bureau Requested Budget sent to OMF Financial Planning compiles Requested Budget Posted on PDC.us PDC Requested Budget sent to OMF, URACs other stakeholders Revised Requested Budget Updated (Based on Board Direction/Exec Team Decisions) Revised Requested Budget Sent to OMF/Council</p>	<p>January 15 January 29</p> <p>February 1 February 2 February 11 February 26 March 1</p>
<p>Proposed Budget Phase: March-May</p> <p><i>Goal:</i> Publish Proposed Budget and submit to Budget Committee</p>	<p>March: Review with Council Council worksessions reviews requested PDC and PHB budgets Fund Managers identify critical adjustments to include in Proposed</p> <p>April: Compile Proposed Budget Final Decisions by Executive Team on budget changes Proposed Budget Decisions Released</p> <p>May: Proposed Budget Printed and Posted Proposed PDC Budget Document Printed/Released</p>	<p>March 29 (2:30-4:00) March 31</p> <p>April 9 April 30</p> <p>May 14</p>
<p>Approved Budget Phase: May-June</p> <p><i>Goal:</i> Budget Committee approves budget;</p>	<p>May: Council Reviews and Approves Budget as Budget Committee City Council – Budget Committee reviews Proposed Budget and holds hearing City Council – Budget Committee Approves PDC and PHB Budget (with Changes) Financial Planning compiles Approved Budget – sends to Tax Commission for review</p>	<p>May 20 May 26 May 27</p>
<p>Adopted Budget Phase: June-July</p> <p><i>Goal:</i> Commission Adopts Budget/Publish Adopted Budget Document</p>	<p>June: Final Changes to Budget - Adoption by Commission Identify technical adjustments (Carryforward <10% increase to fund) Review Approved Budget with Board City Council Adopts PHB/City Budget TSSC Hearing and PDC Boards Adopts PDC Budget</p> <p>July: Adopted Budget Printed Adopted Budget Doc Available</p>	<p>June 1 June 9 June 17 June 23</p> <p>July 9</p>