

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