

DRAFT

2008 Budget Calendar

<u>Friday, March 2</u>	Budget materials and forms mailed to Contractual Agencies (non-alcohol funds)
<u>Wednesday, March 7</u>	RFP forms mailed to Contractual Agencies (alcohol fund)
<u>Friday, March 9</u>	Budget materials available on-line to Department Directors
<u>Friday, April 13</u>	<u>Department Budget Information Submitted to Assistant City Mgr.</u>
<u>Tuesday, April 24</u>	<u>City Commission Study Session (4:00 – 6:00 p.m.)</u>
<u>Wednesday, May 2</u>	<u>Requests Due from Contractual Agencies (alcohol & non-alcohol funds)</u>
<u>Tuesday, May 22</u>	<u>City Commission Study session – Joint mtg. w/County (4:30-6:00 p.m.)</u>
<u>Tuesday, May 29</u>	Receive recommendations from Alcohol Advisory Board re: agency awards
<u>Monday, June 4</u>	<u>Submittals Due for City Commission Initiated Program Improvements</u>
<u>June 4-5</u>	<u>Commissioners meet with Department Heads re: Major Issues:</u>
	Library Monday 6/4 3:00 p.m.
	Administrative Services Monday 6/4 3:20 p.m.
	Planning/Dev. Services Monday 6/4 3:40 p.m.
	Legal Services Monday 6/4 4:00 p.m.
	Public Transit Monday 6/4 4:20 p.m.
	Fire/Medical Monday 6/4 4:40 p.m.
	Finance Monday 6/4 5:00 p.m.
	Public Works Tuesday 6/5 9:00 a.m.
	Public Health Tuesday 6/5 9:20 a.m.
	Police Tuesday 6/5 9:40 a.m.
	Information Systems Tuesday 6/5 10:00 a.m.
	Parks & Recreation Tuesday 6/5 10:20 a.m.
	Utilities Tuesday 6/5 10:40 a.m.
	City Manager's Office Tuesday 6/5 11:00 a.m.
<u>Tuesday, June 5</u>	<u>City Commission meeting (11:30 a.m. – no evening CC meeting this date)</u>
<u>June 11-12</u>	<u>City Goals Discussion Session (6/11 3:00-7:00 p.m.; 6/12 3:30-6:00 p.m.)</u>
<u>Tuesday, June 19</u>	<u>City Commission Study Session (4:30-6:00 p.m.) @ City Hall</u>
	· Provide Direction on Operating Budget
	· Review 2008 CIP Budget
<u>Friday, July 6</u>	<u>Budget Distributed to City Commission and posted on website</u>
<u>Monday, July 16</u>	<u>City Commission Study Session (8:30 – 10:30 a.m.)</u>
	· City Manager's Recommended Budget
<u>Tuesday, July 24</u>	City Commission authorizes publication of Budget
<u>Wednesday July 25 – Noon</u>	Budget material provided to Journal World for publication 07/27/07
<u>Tuesday, August 7</u>	<u>Public Hearing on Budget – Budget Ordinance first reading</u>
<u>Tuesday, August 14</u>	Budget adopted by City Commission – Budget Ordinance second reading
<u>Wednesday, August 15</u>	Budget filed with County Clerk
<u>Monday, September 17</u>	Adopted Budget posted on the web
<u>Friday, November 2</u>	Budget submitted to GFOA for review

***Meeting agendas will allow for public comment**