

FY 2011-2015 BUDGET PREPARATION SCHEDULE

September Budget parameters detailed

October Budget Meetings parameters detailed

October- March Budget preparation and continued discussion

February 5th Goals and Objectives

February 5th Description of Services

March 5th New Personnel Request Forms submitted to Employee Services

March 5th Vehicle Replacement

March 5th Capital Item Requests

March 12th Departmental Revenue estimates submitted to Finance

March 12th Departmental Expenditure requests submitted to Finance

March 19-31 Review of Departmental requests

April 16th FY2010 capital cutoff/all purchases requiring bids
(Except CIP Projects)

April 12th Finance Committee Meeting

April 26th Finance Committee Meeting

May 24th Finance Committee Meeting

June 14th Finance Committee Meeting

May 10th First Reading of FY 2011 Budget

May 24th Second Reading of FY 2011 Budget (HHI)

May 24th Public Hearing

June 14th Third Reading and Adoption of FY 2011 Budget

June 14th Public Hearing

June 28th Third Reading and Adoption of FY 2011 Budget (If needed)

June 28th Public Hearing (If needed)

July 1 Implementation of FY 2011 Budget