

Budget Calendar
FY 2013-14

ACTION	DATE
City Council appoints Budget Committee Members to fill 3 vacancies	Monday, January 7, 2013
City Council approves tentative calendar and designates Budget Officer	Monday, January 7, 2013
Joint City Council/Budget Committee Goal Setting Meeting	Thursday, February 21, 2013
Department head budget meeting	Wednesday, February 27, 2013
City prepares DRAFT budget	February - April
Proposed budget document available at City Hall and posted online	2 weeks prior to first meeting – April 22, 2013
Publish legal notice of Budget Committee meetings and do informal publication for public involvement (facebook, twitter, web, etc.)	Legal publishing will occur on April 24, 2013
Budget document open house and orientation	Monday, April 29, 2013
Budget Committee meeting #1 – orientation, budget message, and fund review	Monday, May 6, 2013
Budget Committee meeting #2 – discussion of proposed changes or amendments and recommendation on the budget and tax rate/levy	Monday, May 20, 2013
Publish legal notice of Council meeting on Budget hearing.	Legal publishing will occur on May 22, 2013
City Council holds budget hearings/considers adoption	Monday, June 3, 2013
City Council adopts budget, makes appropriations, imposes and categorizes property tax NOTE: Must be completed by June 30, 2013	Monday, June 3, 2013
Staff submits tax certification documents to Assessor	By July 15, 2013