



## 2018 Adopted Budget

2018 Budget Calendar			
<i>Major Steps in Process</i>	<i>Management Team/City Manager</i>	<i>Budget Advisory Committee (Monthly Meetings)</i>	<i>City Council</i>
Council and Management Retreats	June-August	Meeting August 3rd	August 10 Work Session
Review Financial/Budget Policies			
Baseline Budget - Operating Funds Revenue & Expense			
Determine/Discuss Budget Assumptions			
Economic Data - Trends and Comparisons			
Initial Forecast			
Update Indirect Cost Plan			
Update Baseline Budget - Revenue & Expense	September	Meeting September 7th	September 14th Work Session
Budget Initiatives First Touch			
Capital Budget First Touch			
Complete Preliminary Budget			
<b>Complete Estimated Budget</b>		<b>By October 2nd</b>	
Budget Initiatives Second Touch	October	Meeting October 5th	October 12th Work Session
Capital Budget Second Touch			
Final Budget Update			
Conduct First Reading on Utility Rate Increases	First Council Meeting in November (11/2)		
<b>Present Proposed Balanced Budget</b>		<b>By November 2nd</b>	
File Proposed Budget	November 2nd		
City Clerk Publishes Notice of Public Hearing	First Two Weeks in November (11/1 - 11/15)		
<b>Conduct Revenue and Budget Hearings</b>		<b>By End of November</b>	
Conduct Public Hearing on Revenue Sources	First Council Meeting in November (11/2)		
Conduct First Reading on Ad Valorem Tax Levy			
Make Proposed Budget Available to the Public			
Conduct Second Reading on Ad Valorem Tax Levy	Second Council Meeting in November (11/16)		
Provide Budget Presentation to City Council			
Conduct First Public Hearing and First Reading on Proposed Budget			
<b>Conduct Final Budget Hearing and Budget Adoption</b>		<b>By End of December</b>	
Conduct Second Public Hearing and Second Reading on Proposed Budget. Adopt Final Budget	First Council Meeting in December (12/7)		
Transmit Copies of the Final Budget to SAO and MRSC	By end of December (12/31)		