### FY 2018-2020 Biennial Budget Development Schedule

October 2017 through November 2017

# Budget Preparation by the Finance Department Budget Office

(Templates, Directives, and Baseline Budget Development)

#### KEY DATES

Budget Development Process begins for City Departments – November 13

November 2017 through January 2018

# **Budget Development by City Departments**

#### KEY DATES:

- 2018-2020 Biennial Budget Baseline & Five-Year Plan to City Council January 16
- BEC Special Meeting: Revenue and expenditure assumptions and projections; Five-Year Financial Plan – January 24
- BEC Special Meetings: Department Presentations January 30 & 31
- Budget Submissions due from City Departments to Budget Office January 31

January 2018 through May 2018 Community Involvement & Proposed 2018-2020 Biennial Budget to City Council

### KEY DATES:

- Community Budget Workshops January 29 February 16 (specific dates TBD)
- BEC Regular Meeting for HdL Presentation and Budget Recommendation Development – February 22
- Incorporate BEC and City Recommendations into Proposed Budget March
- Proposed 2018-2020 Biennial Budget to City Council May 1

May 2018 through July 2018 Adopt 2018-2020 Biennial Budget and Publish Official Budget Document

### KEY DATES:

- Incorporate City Council Feedback into final budget document May 2 16
- Final 2018-2020 Biennial Budget Posted for Public May 30
- BEC Regular Meeting for Final Budget Feedback May 31
- Final 2018-2020 Biennial Budget to City Council for Adoption and Public Hearings – June 12



Adopted 2018-2020 Biennial Budget Book Available to Public and City Departments

Late July 2018