

SUBJECT: CONSIDERATION OF PROPOSED BUDGET CALENDAR FOR FISCAL YEAR 2013-2014

SOURCE: Finance Department

COMMENT: Section 51 of the City Charter requires the submission not later than 30 days before the end of the fiscal year, an estimate of the expenditures and revenues of the City departments for the ensuing year. For the Council's consideration, please find attached the proposed budget calendar for the preparation and submission of the City's Annual Budget for the fiscal year 2013-2014.

RECOMMENDATION: That the City Council approve the proposed budget calendar for the 2013-2014 fiscal year.

ATTACHMENTS: FY 2013-2014 Budget Calendar

D.D. MB Appropriated/Funded MB C.M. J

Item No. 18

**CITY OF PORTERVILLE
FY 2013-2014 BUDGET CALENDAR**

<u>Date</u>	<u>Task</u>	<u>Responsibility</u>
February 21 - 22	Budget planning session	CM/Directors
March 1	Budget worksheets to Departments	Finance
March 1	Preliminary revenue estimates completed	Finance
March 6 - 7	10-Year Capital Projects update	CM/Directors
April 1	Completed budget worksheets to Finance	Directors
April 19	Budget planning session	CM/Directors
April 30	Preliminary budget completed	Finance
April 30	Preliminary budget approved by City Manager	CM
May 14	Preliminary budget Council study session - Capital Projects	Council
May 23	TUTOC review of Measure H proposed budget	CM
May 28	Preliminary budget Council study session - Gen Fund / Meas H	Council
June 4	Preliminary budget presented to Council	Council
June 18	Final budget public hearing and approval by Council	Council