

2014-16 RECOMMENDED BUDGET DEVELOPMENT CALENDAR

OCTOBER 2013						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 15** Budget Policies,
GF Targets Policy &
Budget Schedule

B1

NOVEMBER 2013						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 05** Fiscal Outlook &
5-YR Forecast
- 11** Veteran's Day
- 12** 1st Qtr Budget Update
- 15** ISF Rates due from
Preparers
- 28-29** Thanksgiving

B2

DECEMBER 2013						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 11** Budget Kick-off
- 20** Targets Issued to Depts
- 25** Christmas Day

JANUARY 2014						
S	M	T	W	Th	F	S
				2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 01** New Year's Day
- 10** Finalize Section G
- 20** M.L. King Day
- 31** 2014-15 Budget Numbers
Loaded (including 13-14
estimated-actuals)

FEBRUARY 2014						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

- 07** 2015-16 Budget Numbers
Loaded
- 10** Variance Analysis, Fund
Balances, Agency Funds,
Grants Due
- 10-14** Initial A/C revenue
review
- 11** 2nd Qtr Budget Update
- 14** Service Level Impacts
Due
- 17** Presidents Day
- 2/18-3/7** Financial review
meetings w Depts (with
Outcome Measures)

Legend

	Holiday
	Department activity
	BOS Item
	CEO activity
	Auditor-Controller activity

MARCH 2014						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 04** Facilities Condition
Assessment & Maint.
Mgmt. Plans
- 10-28** Draft D-Page Reviews
- 13** Finalize Section F &
Appendix
- 18** SLI, Performance
Outcomes &
Fiscal Issues

B3

B4

APRIL 2014						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 01** Finalized D-Pages Due
from Depts
- 11** Final Sections A, B, C & E
& Functional Summaries
due
- 15** Capital Improve
Plan to BOS
- 21** Operating Plan to Printer
- 29** Draft presentations due
to CEO

B5

MAY 2014						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 01** Distribute Op Plan to
BOS, Public & Depts;
Docket Set Hearing BL &
Attachs.(5/13 BOS mtg)
- 13** 3rd Qtr Budget Update
(incl revenue update)
- 23** Final presentation
materials due to CEO
- 26** Memorial Day

JUNE 2014						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- 09-13** Budget
Hearings
- 27** Final Budget Adjs Due

B6

**...and we're done -
thank you all!**

Notes:

- Salary Model will be loaded by or shortly after kick-off.
- ISF rates will be provided at budget kick-off
- Estimated-Actuals need to be loaded at line-item account level even though they will not be printed in budget book.

Training:

- Salary Model system, budget upload process, and D-Pages training will be provided on an "as-requested" basis.

B Item to BOS as part of Budget Update Plan