

City of Taylorsville 2013-2014 Fiscal Year Budget Calendar

<u>Date</u>	<u>Responsibility</u>	<u>Action to be Taken</u>
January 30, 2013	Department Directors	Using the Zero Based Budget methods, Department Directors and program managers are to submit budget requests for operations, equip., personnel & Strategic Plan Initiatives
February 22, 2013	City Council and Admin. Staff	Strategic Planning discussion – Review of Citizen Ten Year Vision for the City
April 03, 2013 (6:30 pm)	City Administrator	Present Tentative Budget Calendar to the City Council
April 05, 2013 (8:00 am - Noon)	City Council and Admin. Staff	Strategic Budget Discussion. City Council priorities, strategic planning initiatives and capital projects.
April 25, 2013	Budget Committee City Administrator and Chief Financial Officer	Present Tentative Draft Budget Documents to the Budget Committee for discussion, review and recommendations.
May 01, 2013 (6:30 pm)	City Council, Mayor, City Administrator, Chief Financial Officer	Formally present the Tentative Budget to the City Council. City Council acknowledges receipt of the Tentative Budget, which then allows the budget documents to be made available for public inspection. (UCA requires the budget documents to be made available at least 10 days prior to a public hearing on the budget (10-6-111/112)); The City Council then must set the time & date of the Public Hearing for 2013-2014 Fiscal Year Budget; and Set a Public Hearing date for Final Amendments to 2012-2013 Fiscal Year Budget (10-6-113). (UCA requires the budget documents for amendments to an adopted budget to be made available at least 10 days prior to a Public Hearing on proposed amendments (10-6-127). The recommend hearing dates for both public hearings to be set by the Council is June 5, 2013 at 6:30 p.m. It is further recommended that the RDA Board set a Public Hearing for the RDA Budget on June 5, 2013 at 7:00 p.m.
May 08, 2013 (6:00 pm)	City Council, Budget Comm., Staff	Budget Discussion as a City Council Work Session Agenda Item

May 15, 2013 (6:30 pm)	City Council, Budget Comm., Staff	Budget Discussion During Regular City Council Meeting
May 29, 2013 (6:00 pm)	Mayor and Administrative Staff	Discuss Budget Issues with the Public as Part of Town Meeting, and as time permits, discuss capital budget projects and budget initiatives.
June 01, 2013 (8:00 am - @3:00 pm)	City Council, Mayor, RDA Board, Budget Committee, Staff	Special Saturday Budget Meeting 0800 hours to 1500 hours. Discuss General Fund Revenues, Operations and Service Delivery levels, Special Funds, and Add Packages. Discuss all outstanding issues in preparation for Public Hearings on June 05, 2013
June 05, 2013 (6:30 pm)	City Council, Mayor, Budget Committee, Staff	Hold Separate Public Hearings for the 2013-2014 Fiscal Year Budget; for the Final Amendments to the 2012-2013 Fiscal Year Budget; & for the 2013-2014 RDA Budget. Consider Adoption of the 2013-2014 Fiscal Year Budget by Resolution; Consider Adoption of Amendments to the 2012-2013 Budget by Resolution. Hold RDA Meeting to Consider Adoption of the 2013-2014 RDA Budget by RDA Resolution. If needed, further discussion of the 2013-2014 Fiscal Year Budget. Adoption of the budget must be passed by June 22, 2012 (Saturday).

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