



2019-2020 City of Kingsburg Budget Schedule

February 2019

- 6 2019-2020 budget schedule approved by the City Council.
- 18 Begin personnel costing worksheets and 2018-2019 year end revenue projections.
- 25 Capital Improvement Plan (CIP) documents distributed to department heads for review and update.
- 28 Finance Committee meeting. Recommendation for any mid-year 2018-2019 adjustments made to City Council.

March 2019

- 6 City Council 2018-2019 mid-year budget review and potential adjustments.
- 11 City staff discussion on long-term strategic goals (in conjunction with Strategic Planning initiatives)
- 22 Capital improvement project (CIP) department requests with supporting documentation due to Finance Director for review.
- 28 Finance Committee meeting.
- 29 Personnel costing worksheets and 2018-2019 revenue projections due from Finance Director.

April 2019

- 5 Department heads complete 2018-2019 year to date and year end revenue and expenditure projections.
- 12 Department budget requests due from Department Heads.
- 15-26 Departmental meetings to discuss individual projections and 2019-2020 operational and CIP requests.
- 25 Finance Committee meeting.

May 2019

- 15 City Council approval of budget guidelines and parameters; review of City Financial Policies. Review and consideration of capital improvement projects.
- 23 Finance Committee meeting. Final review of budget revenue and expenditure projections. Review and recommendation regarding City Financial Policies. Final revenue and expenditure projections for 2018-2019.

30 Distribution of the City Manager's recommended budget.

June 2019

5 First reading of recommended budget to the City Council for consideration.

19 Public hearing, final consideration and approval of 2019-2020 City Budget. Final budget to include organizational goals guided by Strategic Planning initiatives.