

City of Pleasant Hill
FY 2018/19 - 2019/20 Budget
FY 2018/19 - FY 2022/23 Long-Term Financial Plan
Development Process Calendar

FY 2018/19 - 2019/20 Budget	FY 2018/19 - FY 2022/23 Long-Term Financial Plan
January 2018	
Finance Division presents proposed revenue and expenditure assumptions for budget to Executive Team and incorporates feedback.	Finance Division presents proposed revenue and expenditure assumptions for LTFP to Executive Team and incorporates feedback.
Finance Division presents proposed revenue and expenditure assumptions for budget to Budget Committee and incorporates feedback.	Finance Division presents proposed revenue and expenditure assumptions for LTFP to Budget Committee and incorporates feedback.
	City Public Information Officer deploys public survey to obtain input on long-term financial plan (LTFP).
February 2018	
Finance Division finalizes baseline FY 2018/19 – 2019/20 budget for General Fund (status quo staffing and service levels) and disseminates to Departments.	
March 2018	
Departments submit FY 2018/19 – 2019/20 budget requests (including FTE and other expenditures) to Finance Division.	Finance Division presents <u>preliminary draft</u> LTFP to Executive Team and incorporates feedback.
Departments submit draft "plans" that will need to accompany the proposed budget (master fee schedule; information technology plan; equipment and vehicle replacement plan; and 20-year capital improvement plan) to Finance Division.	Finance Division presents <u>preliminary draft</u> LTFP to Budget Committee and incorporates feedback.
April 2018	
Finance Division presents <u>preliminary draft</u> budget to Executive Team and incorporates feedback.	
Finance Division presents the <u>preliminary draft</u> budget and accompanying plans (master fee schedule; information technology plan; equipment and vehicle replacement plan; and 20-year capital improvement plan) to the Budget Committee and incorporates feedback.	
May 2018	
Finance Division presents <u>draft</u> budget to the Budget Committee and incorporates feedback.	Finance Division presents <u>draft</u> LTFP to the Budget Committee and incorporates feedback.
Finance Division publishes budget situation/background factsheet.	
June 2018	
Finance Division presents <u>proposed</u> budget and accompanying plans to City Council and incorporates feedback.	Finance Division presents <u>proposed</u> LTFP to City Council and incorporates feedback.
City Council approves budget, accompanying plans, budget resolution, and Proposition 4 Appropriations Limit (Gann limit).	City Council approves LTFP.
Finance Division publishes the budget on the City website.	Finance Division publishes the LTFP on the City website.
Finance Division publishes the "Budget Story" on the City website and in <i>The Outlook</i> newsletter.	