

FY08 BUDGET SCHEDULE

November 2006	Revenue projections, staffing projections, health benefit projections, fleet replacement estimates, building maintenance charges, building lease costs, and other non-departmental expenditures were prepared.
December 2006	Budget preparation instructions delivered to departments and they prepared their operating budget requests.
February 2007	Departmental budget requests were submitted to the Manager's Office. As requests were submitted, they were reviewed by Finance Department staff for accuracy and reasonableness.
February and March	Budget meetings are held on an as-needed basis between the Manager's Office and each department, if necessary, to discuss and review the departmental request.
March 30	The School District submitted their proposed FY08 budget to the Assembly on or before this date.
April 04	The date the Manager's FY08 Proposed Operating Budget delivered to the Assembly.
April 09	Introduction of the FY07 Appropriating Ordinances at a Special Assembly meeting.
April 4 to June 15	The Assembly Finance Committee meets every Wednesday evening from 5:00 to 7:00 p.m. in the Assembly Chambers to review the Manager's proposed budget.
April 30	Regular Assembly Meeting: Public hearings on the proposed FY08 budget ordinances and to indicate the amount to be made available for School District support
May 10	Assembly Board of Equalization (BOE) will hear the 2007 property assessment appeals.
June 01	The date, by which, the Assessor is required to certify the 2007 real and personal property assessments.
June 04	The FY08 operating budget, FY08 capital improvement program budget and 2008 property tax mill levy were adopted on this date. The City Charter states adoption must occur no later than June 15.
July 01	Property tax statements mailed.
July 01 to June 30	July 01, 2007 to June 30, 2008 Mid Year Appropriations. The City and Borough Charter Section 9.10 provides for supplemental and emergency mid year appropriations. The Assembly by ordinance may make supplemental appropriations for the FY08 year up to the amount of the additional revenues identified. Upon declaration by the Assembly that a public emergency exists and describing the emergency in clear and specific terms, the Assembly may make emergency appropriations. Emergency appropriations may be made by resolution and shall be approved by all Assembly members present or by seven or more of the members, which ever is the lesser number.
September 4	The date the Assessor certified the adjusted real and personal property assessment roll.
September 30	The due date for the payment of real and business personal property tax assessments.