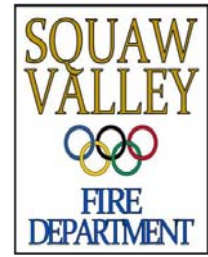




## SQUAW VALLEY PUBLIC SERVICE DISTRICT



### BUDGET PREPARATION SCHEDULE

**DATE:** February 23, 2016

**TO:** District Board Members

**FROM:** Danielle Grindle, Finance & Administration Manager

**SUBJECT:** 2016-2017 Budget Preparation and Proposed Adoption Schedule

**BACKGROUND:** The discussion section below provides a schedule staff anticipates to reach specific milestones necessary to prepare the 2016-17 budget.

**DISCUSSION:** February 22, 2016: Finance Committee review Staff recommendation of Budget format and proposed schedule.

February 23, 2016: Finance Committee to make recommendation at Board Meeting regarding Budget format and schedule.

March 11, 2016: Draft department budgets submitted to Finance & Administration Manager.

April 20, 2016: Provide Board with 1<sup>st</sup> draft of 2016-2017 Budget in meeting packet.

April 25, 2016: Finance Committee review 1<sup>st</sup> draft of 2016-2017 Budget in detail.

April 26, 2016: Finance Committee to make recommendation at Board Meeting following presentation of 1<sup>st</sup> draft 2016-2017 Budget.

May 18, 2016: Provide Board with proposed 2016-2017 Budget in meeting packet.

May 23, 2016: Finance Committee review Staff's recommendation and proposed 2016-2017 Budget and Rates & Charges.

May 24, 2016 : ***Board Meeting and 1<sup>st</sup> public hearing.*** Finance Committee to

make recommendation at Board Meeting and 1<sup>st</sup> public hearing following presentation of proposed 2016-2017 Budget and Rates & Charges.

June 22, 2016: Provide Board with proposed 2016-2017 Budget and Rates & Charges Ordinance in meeting packet.

June 27, 2016: Finance Committee review Staff's recommendation on proposed 2016-2017 Budget and proposed Rates & Charges Ordinance.

June 28, 2016: **Board Meeting and 2<sup>nd</sup> public hearing.** Consider adoption of 2016-2017 Budget and Rates & Charges Ordinance based on presentation, discussion and Finance Committee recommendation.

- ALTERNATIVES:**
1. Approve the Fiscal Year 2016-17 Budget Schedule.
  2. Do not approve the 2016-17 Budget Schedule and direct staff to make changes to the schedule.

**FISCAL/RESOURCE IMPACTS:** None.

**RECOMMENDATION:** Approve the Fiscal Year 2016-17 Budget Schedule.

**ATTACHMENTS:** None.

**DATE PREPARED:** February 12, 2016