

BUDGET DEVELOPMENT CALENDAR - FY 2015/16

January 20, 2015	Current personnel allocation information to Departments
February 2, 2015	Finance Committee kick-off work session to review the fiscal forecast and discuss/approve budget priorities and policies for preparing the operating budget
February 4, 2015	Budget preparation training (10 am–Noon; 1:00-3:00pm)-- City Council Chambers
February 5, 2015	Budget preparation training (1:00-3:00pm)--City Council Chambers
<i>March 2, 2015</i>	<i>Final budget forms to Budget Office</i>
March 3 to March 24, 2015	Finance Department review, analysis and formulation of budget requests
March 25 to April 2, 2015	City Manager's review of department requests and formulation of City Manager's Budget Recommendations
*April 3 to April 24, 2015	Preparation of presentation material for Finance Committee review of City Manager's Budget Recommendations
April 27 to May 1, 2015	Finance Committee's review and consideration of City Manager's Recommendations and Departmental Presentations
May 18, 2015	City Council first reading of Finance Committee proposed operating budget
May 25, 2015	CITY COUNCIL MEETING FOR ADOPTION OF FY 2015/16 OPERATING BUDGET
June 1, 2015	Submit FY 2015/16 Budget to NM Department of Finance and Administration, Local Government Division
July 1, 2015	Beginning of FY 2015/16

****NOTE:*** *April 4, Passover; April 3, Good Friday; April 6, Easter Monday*