

Meeting Date: 6/8/2010



Agenda Item # 8-c

# CITY COUNCIL AGENDA ITEM

Contact Name: Christine Davis  
Department/Contact # Finance / 775-5432

Department Director: *[Signature]*  
City Manager: \_\_\_\_\_

- Type of Item:
- |                          |                          |                                     |                     |
|--------------------------|--------------------------|-------------------------------------|---------------------|
| <input type="checkbox"/> | Public Hearing           | <input type="checkbox"/>            | Resolution          |
| <input type="checkbox"/> | Ordinance First Reading  | <input checked="" type="checkbox"/> | Discussion & Action |
| <input type="checkbox"/> | Ordinance Second Reading | <input type="checkbox"/>            | Council Approval    |

**Subject: Fiscal Year 2010/11 Budget Workshop and Public Hearing Dates**

**BACKGROUND:**

Each year the City holds various workshops and public hearings to establish and adopt the annual operating budget. Staff has coordinated the budget calendar in order to meet the requirements set forth in Florida S.S. 200. The proposed dates are:

**Budget Workshops**

- Monday - August 23, 2010
- Monday – August 30, 2010 (if need to revise the proposed budget)

**Public Hearings**

- Wednesday – September 15, 2010 (First Public Hearing)
- Tuesday – September 28, 2010 (Final Public Hearing)

Note: if for some reason the School Board or Volusia County find it necessary to change their Public Hearing dates and they select a date that conflicts with either of Orange Citys public hearing dates, then by law, the City would be required to change our public hearing(s) to another date that does not conflict.

**RECOMMENDATIONS:**

Approve the proposed budget workshop and public hearing dates (subject to change as required by law).

**ATTACHMENTS:**

FY 2010/11 Budget Calendar

**FINANCIAL IMPACT:**

None

Reviewed by City Attorney \_\_\_\_\_

Reviewed by Finance Dept. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

1 <sup>st</sup> Discussion Date: "	2 <sup>nd</sup> Discussion Date: Click here to enter a date.	Third Discussion Date: Click here to enter a date.	Other Dates: Click here to enter a date.
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**BUDGET CALENDAR  
CITY OF ORANGE CITY  
FISCAL YEAR 2010/11**

DATE (S)	ACTIVITY
<i>*April 26, 2010*Monday*</i>	<i>*Welcome*Ms. Jamie Croteau*City Manager*</i>
April 29, 2010, Thursday	Citizen Summit 6 p.m. – 9 p.m.
May 5, 2010, Wednesday	Staff Goal Setting Workshop 12 p.m. – 3 p.m.
May 15, 2010, Saturday	City Council Goal Setting Workshop 8:30 a.m. – 4 p.m.
May 28, 2010, Friday	<b>Department managers</b> submit current year expenditure estimates (FY 09-10), status of 09-10 goals and objectives and FY 10-11 budget request (including CIP) to Finance Director.
June 1, 2010, Tuesday	First preliminary estimates of taxable properties by the Property Appraiser
<b><u>June 9-11, Wed-Fri</u></b>	City Manager FY 10-11 preliminary operating budget meetings with <b>department managers</b> (Dates to be set by City Manager Office)
June 18, 2010, Friday	<b>Department managers</b> submit draft performance indicators to City Manager and Finance Director
July 1, 2010, Thursday	Preliminary certification of taxable property value by the Property Appraiser
<b><u>July 7-9, 2010, Wed-Fri</u></b>	City Manager FY 10-11 operating budget meetings with <b>department managers</b> (Dates to be set by City Manager Office)
July 2010	Finalize operating, CIP budget and performance indicators for submission based on results of the department budget meetings.
July 13, 2010, Tuesday	City Council sets tentative millage rate
July 16, 2010, Friday	Revenue Assumptions are finalized by the City Manager and the Finance Director
July 19-21, 2010, Mon-Wed	Final draft of operating, CIP budget and performance indicators reviewed by the City Manager and Finance Director and tentative budget is produced for distribution
<b>August 1, 2010 (per current law)</b>	Submission of tentative budget to City Council
August 4, 2010, Wednesday	DR 420 due to Property Appraiser
August 23, 2010**, <b>Monday</b>	6:30 p.m. Council Workshop
August 30, 2010**, <b>Monday</b> <b>TBD</b>	6:30 p.m. Council Workshop– adjustments to tent budget <b>Second Council Workshop to be scheduled if needed</b>
September 15, 2010 <b>Wednesday</b>	First public hearing / reading to adopt millage rate and budget
September 26, 2010 <b>Sunday</b>	City publishes TRIM ad's (Daytona Beach News Journal)
September 28, 2010 <b>Tuesday</b>	Second public hearing to adopt millage rate and budget (Per State law, the hearing(s) cannot begin before 5 p.m.)
October 2010	City files TRIM compliance
December 2010	Publish Final Budget Document
<b>** Proposed Dates</b>	

**Issued June 2, 2010**

School Board Hearings 1<sup>st</sup>-7/27/10 (**Tuesday-6pm**) Final 9/14/10 (**Tuesday-6pm**) Per School Board Website  
County Hearings 1<sup>st</sup> – 9/16/10 (**Thursday-6:05pm**) Final 9/30/10 (**Thursday-6:05pm**) 6/2/10-736-5934