

**PBOT Budget Process
Tentative Timeline
draft 9/16/2014**

	FY 2015-16 Budget Development
Ongoing	Development of 2-Year Work Plan
Ongoing	Development of Funding Initiatives / Transportation Utility Fee
Ongoing	Labor Management Committee (LMC) meetings
Ongoing	Budget Advisory Committee (BAC) meetings
Periodic	PBOT All-Hands meetings; information sharing
Late September	PBOT Capital Budget (CIP) development starts; CIP Kickoff Meeting; GTR targets, staff rates
Early November	PBOT Five-Year Plan development starts; identify funding shortfalls/ opportunities
Mid-November	PBOT Requested Budget development starts; Internal schedule set, GTR targets, cut amounts (if any), decision package guidelines
November - January	PBOT decision packages identified, reviewed, finalized
Mid-December	CBO Budget Kickoff Meeting / General Fund Forecast Issued/ General Fund targets issued / General Fund Overhead (GFOH) amounts issued /Central Interagencies issued
Early January	Internal Deadline - finalize PBOT decision packages
Early January	Internal Deadline - Budget Advisory Committee finalizes <i>Budget Letter</i>
Early February	Deadline – Requested Budget, CIP, Five-Year Financial Plans due to CBO
Early March	CBO issues <i>Financial Review</i>
Early April	PBOT Budget Presentation before Council
Early May	<i>Mayor's Proposed Budget Decisions</i> released
Mid-May	Council action to approve <i>Transportation Service Charges and Fees Ordinance</i>
Mid-May	Council holds public hearings on <i>Proposed Budget</i>
Late May	Council action to approve budget and send to Tax Supervising and Conservation Commission (TSCC)
Late June	Council action to adopt <i>FY15-16 Adopted Budget</i>
Mid-July	<i>FY15-16 Adopted Budget</i> posted to internet / printed document published