

FY2021 CITY OF INDIANOLA BUDGET PROCESSES

Date	Action Item	City Manager	Finance	Staff	Council
June 17, 2019	Budget Calendar Presented to Council		X		X
August 1-15, 2019	Prepare Environmental Scan for FY21 budget	X	x		
August 19, 2019	Environmental scan presented to Council	X	X		X
August 27, 2019	Initial Budget kickoff with department heads-distribute CIP Request Sheets	X	X	X	
September 15, 2019	Five year projections complete; Review CIP	X	X	X	
September 16, 2019	Finance Policy Amendments Presented to Council	X	X		X
September 30, 2019	Capital Improvement Plan Requests Due		X	X	
October 21, 2019	Council Study Session: Discuss 5 year CIP	X	X	X	X
November 1, 2019	Letter to Agencies that received previous year funding due		X		
November 15, 2019	Salary and Benefit Spreadsheet Completed		X	X	
November 18, 2019	Council Study Session: budget update, revenues, operating impacts of capital projects, and related topics	X	X	X	X
December 1, 2018	Budget Request from Other Agencies Due to Finance	X	X		
December 1, 2018	TIF debt certifications due to County Auditor		X	X	
December 1, 2019	Draft Budget due from department heads			X	
December 1-15, 2019	Discussions with Department Heads on Proposed Budgets	X	X	X	
December 16, 2019	Determine Total Maximum Property Tax Dollars requested and Whether Additional Hearing Needed		X		
December 16, 2019	Council Sets Hearing on Exceeding 102 percent of Current FY Actual Property Tax Dollars certified, if Needed		X		X
December 18, 2019	Notice Published and Placed on Social Media, if Needed		X		
January 1, 2020	Valuation Data from County		X		
January 6, 2020	Public Hearing/Resolution for Exceeding 102 Percent of Current FY Actual Property Tax Dollars certified, if Needed		X		X
January 20, 2020	Budget Workshop		X		X
January 24, 2020	Draft FY21 budgets to department heads & Council	X	X		
February 3-7, 2020	Individual Council budget discussions	X	X		X
February 10, 2020	Deadline to receive feedback regarding FY21 budget	X	X		X
February 17, 2020	Council Meeting and Budget Workshop: Set public hearing for FY21 budget for March 16, 2020	X	X	X	X
February 26, 2020	Publication of budget public hearing notice		X		
March 16, 2020	Council Meeting: Hold public hearing for FY21 budget & Adoption of budget	X	X	X	X
March 31, 2020	DEADLINE to file budget with the State/County	X	X	X	

Note: Highlighted items are changes mandated by recent property tax transparency law Resolution to Exceed 102 Percent will require a 2/3rd affirmative vote