

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