

City of Oshkosh 2018 Budget Preparation Calendar

Option - Final

JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY

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27	28	29	30	31		

JUNE

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

Items To Be Completed in 2018

June

18 - 29 Internal Meetings on 2019 - 2022 CIP

July

13 Budget Training Sessions
City Manager to establish preliminary budget assumptions - Estimate Personnel Costs (2018 Estimates/2019 Projections)

25 Council Workshop #1 - 2019 Budget Kick-Off

25 Budgets emailed to Departments

25 - 31 Departments working on Preliminary Budget

25 - 31 Departments to Establish Performance Measures for 2019

August

1 - 17 Depts. Work on 2019 Budgets - Email Excel files to Finance
20 Departments enter budgets in Munis

22 Council Workshop #2 - 2017 Audit Report / 2018 6-Month

Financials / 2019 Early Projections / Direction on Priorities from Council

22 - 31 Finance Compiles Preliminary Budget document

September

4-18 CIP Review with Plan Commission

10 - 21 Review of Preliminary Budgets - Internal Meetings - Department Heads/City Manager/Finance Director

14 - Local Revenues Estimated

19 - Council Workshop #3 - CIP

24 - 28 Budget Refinement / Revisions

October

1 - 14 Receive State Revenue Information/Finalize Draft

1 Finance Provides Draft of Preliminary Budget to City Manager

9 Preliminary Budget Delivered To Council

13 Budget Publication in the newspaper

29 Council Workshop #4 - Budget & CIP Review

30 Council Workshop #5 - Budget & CIP Review

November

7 Budget Hearing at 5 PM

Council Workshop #6 - Budget Changes

14 Approval of 2019 Budget and 2019-2023 CIP

***Above dates for budget activities are tentative at this time. Any substantial variations will be identified as soon as they are known.**

JULY

S	M	T	W	T	F	S
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22	23	24	25	26	27	28
29	30	31				

AUGUST

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SEPTEMBER

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OCTOBER

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28	29	30	31			

NOVEMBER

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DECEMBER

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23	24	25	26	27	28	29
30	31					