

Marina Coast Water District  
FY 2013/2014 Budget Calendar  
(includes Marina & Ord Community)

<u>DATE</u>	<u>STATUS</u>	<u>RP</u>	<u>MCWD</u>	<u>WWOC</u>	<u>FORA</u>	<u>DESCRIPTION</u>
04/10/2013		DAS	X			DAS to issue 11/12 YTD Qtr 2 expenditure report to Dept Heads. This provides guidance for new year expenses. DAS provides format for the budget. Individual meetings with Dept Heads via telephone to discuss the Qtr 2 numbers and the budget format.
04/19/2013		DH	X			Dept Heads turn in draft budget to DAS in approved format.
04/24/2013		DAS	X			DAS review budgets for all departments.
04/29/2013		DAS/DH/ DGM	X			Individual Dept Heads to meet with DGM and DAS to review their section of the budgets. (as necessary)
05/03/2013		DH	X			Dept Heads turn in budgets to DAS with recommended changes from previous individual meetings.
05/20/2013		DAS/ DGM	X			Draft Budget and Budget Schedule presented to MCWD Board. PUBLIC MEETING
05/2X/2013		DAS/ DGM		X		Ord Community Draft Budget presented to WWOC. PUBLIC MEETING.
05/2X/2013 Special		DAS/ DGM	X			Budget Workshop Meeting (Dept Heads/Board). PUBLIC MEETING
06/0X/2013		DAS/ DGM		X		Revised Ord Community Draft Budget presented to WWOC. PUBLIC MEETING
06/1X/2013		DAS/ DGM			X	Request that FORA Board extend 2012/2013 Budget until Prop 218 Process is complete.
06/1X/2013		DAS/ DGM	X			Present updated Draft Budget & request that MCWD Board extend 2012/2013 Budget until Prop 218 Process is complete.
06/1X/2013 -6/1X/2013		DAS/ DGM/GM	X			Board approves Prop 218 Notice. PUBLIC MEETING. Notices are then mailed out.
07/1X/2013		DAS/ DGM/GM	X			1 <sup>st</sup> Reading of Prop 218 Notice by Board. PUBLIC MEETING
08/1X/2013		DAS/ DGM/GM	X			2 <sup>nd</sup> Reading of Prop 218 Notice by Board. PUBLIC MEETING
09/1X/2013		DAS/ DGM/GM	X			MCWD Board adopts Central Marina Budget. PUBLIC MEETING
09/1X/2013		DAS/ DGM/GM	X		X	MCWD & FORA Boards adopt Ord Community Budgets. JOINT PUBLIC MEETING

DGM=Deputy General Manager; DAS= Director of Administrative Services; DH=Department Head