



TO: City Council

FROM: Steve Groom, Finance Director

DATE: May 5, 2021

RE: 2022 Budget Timeline











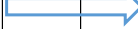








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This is to provide the annual budget timeline for planning purposes, identifying when annual budget process steps occur this year.

There are statutory deadlines and public notices that must be met to file our preliminary budget, hold hearings, and adopt Ad Valorem rate and the budget.

The attached calendar and timeline provides details.

City of Yakima  
2022 Budget  
Budget Timeline

During 2021			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Revenue forecasting	Jan. 1	Finance												
Internal Dept Reviews	Quarterly	All Depts												
Council Financial Reports	Quarterly	Finance												
2020 roll-fwd appropriation	Apr. 6	Finance												
Strategic Planning	Apr. 13	City Council												
2021 MidYear Report	Jul. 20	Finance												
Senior Staff Budget Kickoff	Jul. 1	Finance												
2021 Course Corrections	Jul. 20	Finance												
Dept Staffing Review	Jul.-Aug	All Depts												
Policy Issue identification	Aug-Oct	All Depts												
County Assessed Value	Sep. 25	Co. Assess												
Revenue forecast final	Oct. 1	Finance												
Set dates for Nov. Hearings	Oct. 5	Finance												
City Council Study Sessions	Oct. 5,7,12,14	All Hands												
Ad Valorem Rate Hearing	Nov. 2	Finance												
Budget Hearings	Nov. 2,16	Finance												
Budget adoption	Dec. 7	Finance												

Key Deadlines	9/25/21	Property tax valuations from County, preliminary proposed tax rate
	9/30/21	Preliminary Budget filed with City Clerk and posted on City website
Key Council Meeting Dates:	10/5/21	Presentations to City Council - Budget Basics and Revenue Forecasting
	10/7/21	Presentations to City Council - General Fund and Capital Planning
	10/12/21	Presentations to City Council - Enterprise Funds
	10/14/21	Presentations to City Council - Policy Issues
	11/2/21	Public Hearing and Ordinances on Ad Valorem Tax Rate
	11/2/21	1st Budget Public Hearing
	11/16/21	2nd Budget Public hearing
	12/7/21	Council passes Budget Ordinances adopting Budget and tax rate
	12/7/21	Budget adoption, and last month of actuals for audit prep