



## PRESS RELEASE - 1/19/2017

# PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT 2017/2018 BUDGET PROCESS & SCHEDULE

Each year staff is tasked with preparing a budget for consideration at an annual Public Hearing in June. The process leading up to the hearing includes several public meetings to provide the Board and the public with information for consideration and opportunity for input into the budget process. These public meetings include workshops, committee and board meetings. Beginning in January, committees review and update their respective 10-year CIP and Maintenance plans. In February, staff gathers information in preparation for the budget. In March, the Board reviews and approves the 10-year plans and also provides staff with budget assumptions to be used based on the consumer price index and other economic factors. Considering these guidelines, staff begins the process of preparing a draft budget. Staff works with department managers and supervisors to obtain budget information and incorporates the data with the assumptions as directed by the Board. The draft budget is reviewed by management and presented to the Finance Committee for consideration prior to being presented to the full Board. Once staff has made any changes identified, the Final Draft Budget is made available and a public hearing is held. The final Draft Budget is presented to the Board during the public meeting for final review, consideration, and adoption. All of these are public meetings and the District encourages public attendance and participation.

The below events have been scheduled to promote public participation and insure the public has the opportunity to become familiar with the budget process. The Public is invited to ALL of these sessions and encouraged to attend.



## SCHEDULE OF EVENTS PUBLIC MEETINGS AND HEARING 2017/2018 BUDGET PROCESS

March 1, 2017, 4:00 & 6:00 pm Wednesday Phelan Community Center	Special Board Workshop (4 pm) - Review of committee proposed CIPs and discussion of District goals for 2017/2018 budget and 10 year CIP and maintenance plan. Regular Board Meeting (6 pm) - Action item to consider approval of District 10 year CIP and maintenance plans.
March 15, 2017, 4:00 & 6:00 pm Wednesday Phelan Community Center	Special Board Workshop (4 pm) - Board considers budget assumptions. Regular Board Meeting (6 pm) - Board makes determination for budget assumptions for 2017/2018 Budget.
March 28, 2017, 2:30 pm Tuesday Conference Room in District Office	Finance Committee - Review of draft budget.
April 12, 2017, 5:00 pm Wednesday Phelan Community Center	Special Board Workshop - Review draft budget.
May 10, 2017, 5:00 pm Wednesday Phelan Community Center	Special Board Workshop - Review final draft budget. If necessary.
June 7, 2017, 6:00 pm Wednesday Phelan Community Center	Regular Board Meeting - <b>BUDGET HEARING</b> - Budget approval (with any modifications identified as a result of the hearing).