




PRESS RELEASE - 01/06/2022

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PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT 2022/2023 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 opportunities for input into the budget process. These public meetings include workshops, committee, and Board meetings. Beginning in January, committees review and update their respective Long Range Plans including the 10-year Capital Improvement Plan (CIP) and Maintenance plans. In February, staff gathers information in preparation for the budget. February through March, the Board reviews and approves the Long Range Capital 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. The Final Draft Budget is made available for review and a public hearing is held in June. 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 events listed below have been scheduled to promote public participation and ensure the public has the opportunity to become familiar with the budget process. **The Public is invited to ALL of these sessions and is encouraged to attend.**



SCHEDULE OF EVENTS PUBLIC MEETINGS AND HEARING 2022/2023 BUDGET PROCESS

January and February	Committees meet, review and update long range capital, maintenance plans, programs, and District goals. Committee meeting agendas are posted on the District Calendar, in the office, online, and at the community centers. The public is invited and encouraged to attend and participate in this process.
February 23, 2022, 4:00 pm Wednesday Phelan Community Center	Special Board Workshop - Review and approval of committee proposed long range capital, maintenance plans, programs and goals.
March 22, 2022, 4:00 pm Tuesday Phelan Community Center	Special Finance Committee - Review draft budget.
March 30, 2022, 4:00 pm Wednesday Phelan Community Center	Special Board Workshop - Review draft budget.
April 19, 2022, 4:00 pm Tuesday Phelan Community Center	Finance Committee - Review final draft budget.
May 4, 2022, 5:00 pm Wednesday Phelan Community Center	Special Board Workshop - Review final draft budget. Note: This meeting is tentative. The meeting of March 30 will determine whether or not this meeting will be necessary.
June 1, 2022, 6:00 pm Wednesday Phelan Community Center	Regular Board Meeting - BUDGET HEARING - Budget approval (with any modifications identified as a result of the hearing).

NOTE: Due to COVID-19 restrictions, any or all of the above meetings may be held via Zoom. All meetings have an agenda posted in advance which will tell how the meeting will be conducted.