



City of Austin FY 2013 Budget Process

**Austin Public Library
February 27, 2012**



Performance Budgeting Calendar

OCTOBER

Fiscal Year
Begins
October 1st

NOVEMBER

Start Business
Planning

DECEMBER

Submit Business
Plan

JANUARY

Corporate
Review

FEBRUARY

Kickoff 5-year
Forecast

MARCH

APRIL

5-year Forecast to
Council
Kick off Budget
Season

MAY

JUNE

Departmental
Proposed
Budgets Due

JULY

COA Proposed
Budget Submitted
to Council

AUGUST

Public Hearings

SEPTEMBER

Approve
Budgets

Comprehensive Planning

- **City follows a Comprehensive Planning Approach**
 - **An inclusive approach of addressing future growth**
 - **Keeps pace with Service Demands**

Business Planning – Nov./Dec.

- **Each department develops a Business Plan that describes performance expectations and measures overall performance**
 - **Assess Prior Year results**
 - **Horizon Issues**
 - **Mission and Goals**
 - **Services, Activities, and Programs**
 - **Measures and Key Indicators**
- **Culminates into the Annual Performance Report**
 - assessment of prior year results for approximately 120 “key indicators of success” as identified by operating departments
 - will enhance transparency and accountability for results
 - will strengthen link between budgetary decisions and outcomes

Financial Forecast– Feb./Mar.

- **Departments prepare a 3-year forecast**
- **Budget Office develops projections for years 4 and 5**
- **Forecast Consists of:**
 - **Executive Summary**
 - **Revenue Projections**
 - **Fee Changes/Additions**
 - **Expenditure Forecast**
 - **Capital Outlay Requests**
 - **Unmet Needs**

Proposed Budget – Apr. to Jul.

- **Economic Report – delivered to City Council**
- **Departmental 5-year Forecasts Finalized**
- **Proposed Budget**


Approved Budget

- **Public Hearings – August**
- **Approve Budgets - September**

FY 2013 Operating Budget Timeline

 November 10	Results of Annual Citizens Survey
October-December	Departmental Business Planning
January	Review Business Plans with ACMs
February-April	Development of 5-Year Financial Forecast and Identification of Unmet Service Demands
February 22	Publication of Annual Performance Report
April 18	Publication of Unmet Service Demands
 April 18	5-Year Financial Forecast – General Fund

Operating Budget Timeline

April 20	5-Year Financial Forecast – Enterprise Funds
May-June	Boards and Commissions Budget Meetings
 May-June	Development of Proposed Budget
August 1	Budget Work Session #1 – Proposed Budget
August 15	Budget Work Session #2 – General Fund
August 22	Budget Work Session #3 – Enterprise Funds
Aug 23/Aug 30	Budget/Tax Rate/Utility Rate Hearings
September 10-12	Budget/Tax Rate Adoption



Questions?