

**City of Naples**  
**BUDGET PLANNING CALENDAR**  
**For Fiscal Year 2013-14**  
**As of February 14, 2013**

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December 4, 2012.....Distribute and publish Budget Planning Calendar

February 20, 2013.....Presentation of General Fund and CRA Sustainability Report

February 28, 2013.....Finance to distribute Capital Improvement Project forms and instructions to departments

March 22, 2013.....CIP Requests due to Finance

April 2, 2013.....Finance to distribute Operating Budget forms and instructions to departments

April 4, 2013.....Director budget meeting (after staff meeting)

May 1, 2013.....Draft Capital Improvement Project document to City Manager for review

May 3, 2013.....Internal Service Fund Budgets with goals and performance measures, due to Finance

May 10, 2013.....Special Revenue Fund Budgets (building Permits, CDBG, CRA, BID, East Naples Bay, Moorings Bay, CRA, Streets and Traffic) with goals and performance measures due to Finance

May 17, 2013.....General Fund budgets with Goals and Objectives due to Finance

May 24, 2013.....Water/Sewer Fund, Beach Fund, Solid Waste Fund, Dock Fund, Stormwater Fund and Tennis Fund budget requests with goals and performance measures, due to Finance

May 30, 2013.....Deliver CIP budget to City Council (City Code 2-691)

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June 3, 6, 7.....City Manager meets with Directors on Operating Budgets

June 12, 2013.....Council Workshop on CIP and maximum millage rate

July 1, 2013.....Collier County to Certify Taxable Value

July 22, 2013.....Deliver Preliminary Operating Budget to City Council

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- July 31, 2013.....Deadline to send DR 420 report to the Property Appraiser (Millage rate, rollback rate and meeting dates)
  
- August 19, 2013.....Budget Workshops
  
- August 23, 2013.....TRIM notices mailed by Collier County
  
- September 4, 2013.....Tentative Budget Hearing 5:05 pm
  
- September 13-15, 2013.....Dates to advertise the Final Hearing
  
- September 18, 2013.....Final Budget Hearing 5:05 pm
  
- October 1, 2013.....Start of Fiscal Year 2013-14

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