

Marina Coast Water District
 FY 2014/2015 Budget Calendar
 (includes Marina & Ord Community)

DATE	RP	MCWD	WWOC	FORA	DESCRIPTION
01/14/2014	DAS/DH/ GM				DAS provides the draft 2014-2015 Budget Schedule to GM and Dept Heads. Dept Heads turn in draft staffing needs to GM and DAS for discussion.
01/21/2014	DAS/DH				DAS to issue 2013-2014 YTD Qtr 2 expenditure report to Dept Heads. This provides guidance for new year expenses. DAS provides format for the budget.
01/28/2014	DH				Department Budgets due to DAS/GM for discussion
02/07/2014	DAS/DH/ GM				Dept Heads to meet with DGM and DAS to review their section of the budgets. (as necessary)
02/11/2014	DH				Dept Heads turn in budgets to DAS with recommended changes from previous individual meetings.
02/18/2014	DAS/ GM	X			DAS to present 2013-2014 Mid-Year Report to the Board. Budget Schedule presented to MCWD Board. PUBLIC MEETING
02/19/2014	DAS/ GM		X		Draft Budget Schedule presented to WWOC. PUBLIC MEETING
03/03/2014	DAS/GM	X			Distribute Draft Budget to Board in preparation for Budget Workshop.
03/05/2014	DAS/ GM		X		Distribute Draft Ord Community Budget to WWOC. PUBLIC MEETING
03/17/2014	DAS/ GM	X			Budget Workshop Meeting (Dept Heads/Board). Board approves revised Prop 218 Notice (if necessary). PUBLIC MEETING
03/18/2014	DAS/ DGM		X		Report to WWOC any changes to the Revised Draft Budget from the Budget Workshop meeting. PUBLIC MEETING
03/21/2014	DAS/ DGM				Revised Prop 218 Notice mailed to parcel owners (if necessary).
04/07/2014	DAS/GM	X			1st Reading of Rate Ordinance by Board. PUBLIC MEETING
04/16/2014	DAS/ DGM		X		Ord Community Revised Draft Budget presented to WWOC for recommendation to FORA Board. PUBLIC MEETING
04/21/2014	DAS/GM	X			2 nd Reading of Rate Ordinance by Board. PUBLIC MEETING
05/05/2014	DGS/GM	X			Conduct Prop. 218 Public Hearing. PUBLIC MEETING
05/09/2014	DAS/GM	X		X	MCWD & FORA Boards adopt Ord Community Budgets. JOINT PUBLIC MEETING
06/13/2014	DAS//GM	X		X	MCWD & FORA Boards adopt Ord Community Budgets (if needed). JOINT PUBLIC MEETING
06/16/2014	DAS//GM	X			MCWD Board adopts Central Marina Budget. PUBLIC MEETING

GM= General Manager; DAS= Director of Administrative Services; DH=Department Head