

Pueblo City-County Library District

2017 Budget Calendar



	Date Target	Time	Date Req - Ref (CRS)
1 Distribute Call for Budget data to all supervisors	8.11.16		
2 Budget training/refresher	8.18.16	2:00-3:00 pm	<i>[Location: Exec Conf Rm]</i>
3 Planning retreat: Supervisors, Trustees & Steering Committee	8.24.16	All Day	<i>[Location: Penrose House]</i>
4 Assessor furnishes preliminary assessed valuation	8.25.16		8/25/16-CRS39-5-121
5 2017 budget worksheets due to Finance Office	9.1.16	5:00 PM	
6 2017 preliminary draft budget to Executive Director	10.1.16		
7 Send the 2017 proposed budget to the Board of Trustees	10.15.16		10/15/16-CRS29-1-105
8 Notice of Budget and Public Hearing published in Pueblo Chieftain	10.15.16		10/15/16-CRS29-1-106(1)
9 Public copy available on PCCLD web site	10.15.16		10/15/16-CRS29-1-106(1)
10 Presentation of long-range financial plan to Board of Trustees	10.18.16	3:00 PM	<i>[Location: Rawlings]</i>
11 Presentation of preliminary budget plan to supervisors	10.21.16	2:00-3:00 pm	<i>[Location: Exec. Conf. Room]</i>
12 Public Hearing for the 2017 proposed budget	11.17.16	5:30 PM	<i>[Location: Lucero]</i>
13 Final assessed valuation due from County Assessor	12.10.16		12/10/16-CRS39-1-111
14 Budget, appropriation and mill levy resolutions approved by the Board of Trustees	12.13.16	5:30 PM	<i>[Location: Rawlings]</i>
15 Certification of mill levy to County Commissioners	12.15.16		12/15/16-CRS39-5-128(1)
16 Approved budget assembled and published	1.13.17		
17 Final budgets returned to Depts. w/approvals noted	1.13.17		
18 Approved budget recorded in accounting system	1.20.17		
19 Certified copy of budget due at DLG	1.31.17		1/31/17-CRS29-1-113(1)
20 Final budget submitted to GFOA for review	3.13.17		