

**CITY OF ROCKFORD, ILLINOIS  
BUDGET TIMELINE  
THE 2011 PROCESS**

<b>2010</b> March	April	May	June	July	August
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Finance Department updates the 5 year plan document for 2011-2015.

Based on the Five-Year Plan and year to date performance, Finance prepares preliminary budget estimates and discusses budget policies for the forthcoming year with the Mayor.

Public Works Department begins work on updating the five-year Capital Improvement Program.

Finance determines budgetary allocations.

Departments receive budget packages.

Finance begins user fee analysis on selected services.

Departments complete and return budget packages to Finance.

Finance conducts departmental budget hearings and prepares budget draft.

Finance presents budget draft to Mayor. Hearings are held with departments and some revenue and expenditure modifications are made.

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September                      October                      November                      December                      **2011**  
January                      February                      March

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Council refers budget to Finance Committee which holds two budget hearings (October 9, 16) with City Departments.

Finance completes updated deficit budget for Finance Committee to review which holds two additional budget hearings (November 13, 20) with City Departments.

**December 27:** Finance Committee approves budget. Council holds State Budget Act public hearing for citizen input. Appropriation Ordinance adopted by Council. Council adopts 2011 Budget Committee Report.

**February 14:** Mayor submits Capital Improvements Program to Council for Committee review and approval. Council adopts 2011-2015 Capital Improvements Program.

While the Five-Year Improvements Program is prepared separately by Public Works, the first year element is integrated into the budget draft and consideration of it is in the context of being part of the whole.