# Staff Report

**Nevada Irrigation District**

**TO:**  Board of Directors

**FROM:**  Sandra Cooke, Finance Director

**DATE:**  February 8, 2023

**SUBJECT:  FY2024 Budget Calendar (Consent)**

*FINANCE*

**RECOMMENDATION:**

Receive and file the FY2024 Budget Calendar.

**BACKGROUND**:

Each year the District prepares a budget calendar to organize preparation of the upcoming year's budget. Publication of the annual budget calendar facilitates advanced planning and scheduling coordination between District Staff and the Board.

**Report Summary:**

This year's FY2024 Budget season kickoff begins in June. Departments will be provided instructions at the Budget kick-off meeting and will each submit to the General Manager an operating and capital budget proposal.

The General Manager's budget proposal will be presented to the Board at three meetings: Workshop GM Recommended CIP Budget, scheduled for September 13, 2023; Workshop GM recommended Operating Budget, scheduled for October 11, 2023; and the Final Board approval of the FY2024 Budget scheduled for November 8, 2023.

The meeting dates have all been advanced by month in comparison to the prior year's calendar to allow for thorough review and early adoption.

**BUDGETARY IMPACT**: None

Attachments: (1)
- FY2023 Budget Calendar

# Nevada Irrigation District
## Budget Calendar
## FY2024

| Date | Activity |
|---|---|
| June 6th, Tuesday | Meeting: Budget Kick-off Meeting (Staff Only) |
| June 30th, Friday | Due: Department CIP & Capital Outlay Requests   (Staff Only) |
| July 14th, Friday | Due: Departmental Operating Budgets  (Staff Only) |
| July 18th, Tuesday | Meeting: CIP & Capital Outlay Request Review  (Staff Only) |
| August 7th - 10th | Staff Meetings: Departmental Meetings with GM to review Operating Budget Requests |
| August 29th, Monday | Due: Draft Operating and Capital Budget presented to GM   (Staff Only) |
| September 13th, Wednesday | Board Meeting - Workshop: Review GM Recommended CIP Budget |
| October 11th, Wednesday | Board Meeting - Workshop: Review GM Recommended Operating Budget |
| November 8th, Wednesday | Board Meeting: Board Approval of Final FY2024 Budget |
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*Dates may be subject to change as necessary