

EXHIBIT 3 OPERATING BUDGET PROCESS

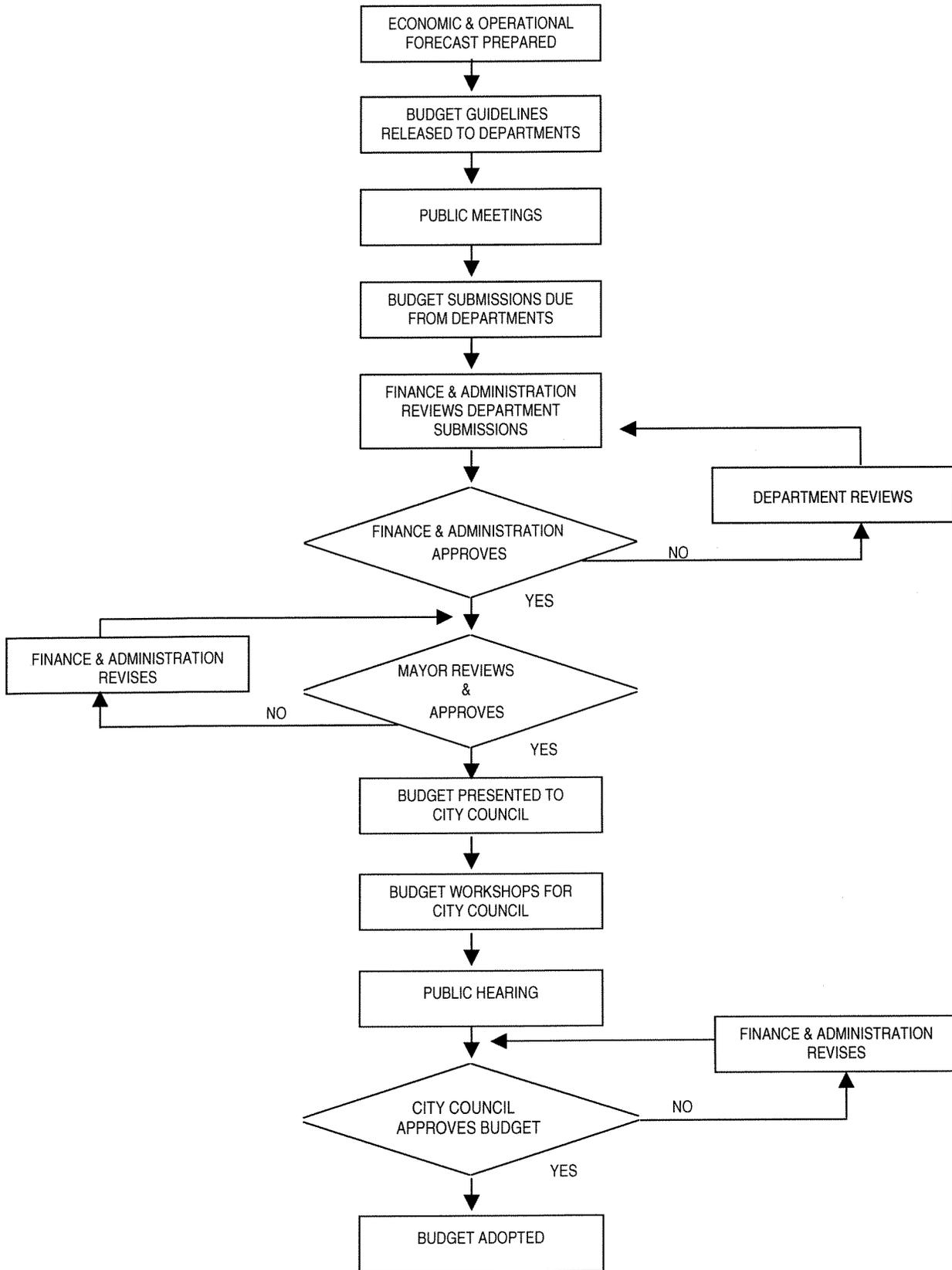


EXHIBIT 4

MONTH	OPERATING BUDGET ACTIVITIES	CAPITAL IMPROVEMENT PLAN ACTIVITIES	GRANT ACTIVITIES
January	Operating budget preparation instructions and materials distributed	CIP preparation instructions and materials distributed to departments	Grant preparation instructions and materials distributed to departments
February – March	Public Meetings on Budget and CIP Departments submit operating budget requests	Public Meetings on Budget and CIP Departments submit CIP requests	Public Meetings on Consolidated Plan HCD develops draft HUD Consolidated Plan (CDBG, HOME, HOPWA & ESG) Departments submit Grant Program information
April	F&A analyzes and consolidates Operating Budget	F&A and PW&E develop CIP	F&A develops Annual Report
May	Mayor proposes Operating Budget	Mayor proposes CIP	Public Hearing on HUD Consolidated Plan Mayor submits Annual Report
May – June	Council Workshops	Council Workshops	Council Workshops
June	Council approves Operating Budget	Council approves CIP	HUD Consolidated Plan published and submitted to Council Council approves Community Development Budget and Consolidated Plan CDBG, HOME, HOPWA & ESG application submitted to HUD (in June)

EXHIBIT 5
CIP PREPARATION PROCESS

