



# OLYMPIC VALLEY PUBLIC SERVICE DISTRICT

## BOARD REPORT



**SUBJECT:** FY2027 Budget Preparation Schedule

**EXHIBIT:** F-5, 2 Pages

**AUTHOR:** Danielle Mueller, Finance & Administration Manager

**MEETING DATE:** February 24, 2026

**RECOMMENDED ACTION:** This report is informational only; no action is requested from the Board.

**DISCUSSION:** Every February, staff provides a schedule for preparing the budget for the next fiscal year, which begins on July 1. The Board is invited to provide direction to staff based on this schedule.

During the budget process, the Board's attention is drawn to estimated changes in property tax, changes in rate revenue, proposed utility rate increases, debt reduction or proposed new debt, two operating budgets, capital budgets, contributions to Replacement Funds, and pension expenses, especially the District's Unfunded Accrued Liability (UAL).

Below is a list of dates by which staff anticipate the following events to occur.

DATE	WHO?	WHAT?	BOARD ACTION?
February 24, 2026	Board	Review Proposed Budget Schedule	Review/Recommendations – No Action
February 27, 2026	Staff	Staff submit draft department budgets to the Finance & Admin Manager	N/A
March 31, 2026	Board	Review 1st draft of 2026-2027 Budget	Review/Recommendations – No Action
May 26, 2026	Board	Review 2 <sup>nd</sup> draft of 2026-2027 Budget	Review/Recommendations – No Action
May 29, 2026	Staff	Mail rate increase notifications 30 days prior to July 2026 billings	N/A
June 30, 2026	Board	<ul style="list-style-type: none"><li>• Final Draft 2026-2027 Budget</li><li>• Resolution Adopting Rates/Charges</li><li>• Resolution Adopting Salary Scales</li></ul>	Actions, Consider: 1. 2026-2027 Budget 2. Resolution Adopting Rates/Charges 3. Resolution adopting new salary scales

**FISCAL/RESOURCE IMPACTS:** The District's budget is the core document that identifies anticipated "fiscal and resource impacts". It serves as a short-term and long-term map for how the District will carry out its financial plan. It allows us to properly plan for the future and consider problems before they arise. The District currently operates on approximately \$4.7 million in rate revenue and \$5.2 million in tax revenue annually. We must use these funds to cover our operations, pay down debts, fund capital projects, and save for the future. In order to do that, the budget must detail estimates of costs, revenues, capital projects, and reserve funds. Having a sound budget that we will be preparing over the next few months will allow us to achieve that goal.

**ATTACHMENTS:** None

**DATE PREPARED:** February 2, 2026