



## FY23 BUDGET SCHEDULE

\*Denotes regular City Council meeting dates

August	Staff liaison discusses FY23 CIP and General Fund/Special Funds with committees and solicit input & recommendations for funding
September 3	CIP Forms provided to Department Heads
September 7*	Council Approval of FY23 Budget Schedule
September 10	General Fund Budget forms provided to Department Heads
September 20*	Council Goal setting Discussion
October 1	First Draft of FY23 Budget and CIP forms due from Department Managers to Finance
November 3	Management review of Draft Budget with Department Managers
November 17	Management final review of FY23 Budget with Department Managers
December 3	Proposed CIP and Draft FY23 Budget sent to Council
December 6*	Departmental CIP, General Fund/Special Funds budget presentation to Council (Part 1) <b>General Government</b> -Administration -Clerk -Finance -Tax/Assessing -Information Technology -Legal -Planning & Zoning -Physical Plant <b>Culture and Recreation</b> -Library -Recreation & Parks



- December 20\* Departmental CIP, General Fund/Special Funds budget presentation to Council (Part 2)  
**Public Safety**  
-Fire & Ambulance  
-Police & Dispatch
- January 3\*** Departmental CIP, General Fund/Special Funds budget presentation to Council (Part 3)  
**Public Services**  
-Streets & Highways  
-Stormwater  
-Waste Water  
-Water  
**Community Development**  
-Energy Projects  
-TIF  
-Open Space  
-Penny for Paths
- January 10 – Special Meeting FY23 Proposed Budget Public Hearing & Potential Council Budget approval and Amendment of CIP. Council budget sent to steering committee (min. 45 days before vote)
- January 24 – Special Meeting Steering Committee Meeting (tentative, post in paper 7 days in advance)
- January 20-27 Budget book preparation & printing  
Council budget available to voters (min 20 days before Town Meeting Day)
- January 28 Post & Publish Warnings and Public Hearing Notices (min. 30 days) for March 1 Pre-Town Mtg. & Public Hearing and March 1 Town Meeting Vote  
Budget booklets available & posted on websites
- February 28 Pre-Town Meeting & Public Hearing on City & School District
- March 1 Vote on budgets and any other warned articles