

2023-2024 Budget Calendar – Summary

June 2022

Milestone	Timing
Budget Development	
Budget worksheets distributed to departments	7/8/22
Departments update budget worksheets and potential enhancement requests	7/8/22 - 8/5/22
Finance/Departments hold CIP status meetings and update budget worksheets	7/11/22 - 8/12/22
LT budget process training/Q&A (LT Meeting)	7/12/22
Finance compiles & reviews budget worksheets	8/8/22 - 8/12/22
Council Presentation - Long Range Forecast	8/15/22
City Manager Proposed	
City Manager & Finance reviews budget requests with Departments	8/15/22 - 8/24/22
Directors LT Budget presentations (LT Meeting)	8/23/22
City Manager determines budget requests; Finance finalizes budget requests	8/25/22 - 8/31/22
City Manager and LT discussion on preliminary budget (LT Meeting)	8/30/22
Finance prepares preliminary budget document	9/1/22 - 9/26/22
Council Review	
Council Presentation - Preliminary Operating Budget, including potential financial policy changes	10/3/22
First public hearing on revenue sources/expenditures	10/17/22
Council Presentation - Preliminary CIP Budget	10/17/22
Council Presentation - Department Presentations	10/24/22
Second public hearing on revenue sources/expenditures	11/7/22
Council Discussion - Property Tax Levy	11/7/22
Council Discussion - Surface Water Management Service Charges	11/7/22
Council Discussion - Preliminary Operating Budget Continued	11/7/22
Council Action - Property Tax Levy Adoption <i>(Statutory deadline is Nov 30)</i>	11/21/22
Council Action - SWM Service Charges Adoption <i>(Statutory deadline is Dec 1)</i>	11/21/22
Council Discussion - Budget Ordinance	11/21/22
Third & final public budget hearing	12/5/22
Council Action - 2023 Financial Policies Adoption	12/5/22
Council Action - Budget Ordinance Adoption <i>(Statutory deadline is Dec 31)</i>	12/5/22