



ADOPTED BUDGET CALENDAR FY 2020 BUDGET PREPARATION

<u>November</u>		Begin revenue forecasts, review Transit Budget; (Grant deadline is January), instruct department managers, and distribute copies of budget work papers
<u>November 27</u> (Tuesday)	5:00 p.m.	Public Input Session for FY 2020 Budget to be held during Work Session
<u>December 14</u> (Friday)		Department CIP requests due
<u>January 11</u> (Friday)		Department Operating Budget requests due
<u>January 14</u> (Monday)		Written requests from outside agencies and non-profits due by this date
<u>January 22</u> (Tuesday)	5:00 p.m.	Outside agencies/non-profits requesting funding should attend Council Work Session. CIP and utility rate discussion.
<u>January 23</u> (Wednesday)	5:00 p.m.	Continuation of Council Budget Work Session (if needed)
<u>February 18</u> (Monday)		Council receives Draft Budget document
<u>February 26</u> (Tuesday)	5:00 p.m.	Council Budget Work Session / CIP Approval
<u>February 27</u> (Wednesday)	5:00 p.m.	Continuation of Council Budget Work Session (if needed)
<u>March 26</u> (Tuesday)	5:00 p.m.	Council Budget Work Session
<u>March 27</u> (Wednesday)	5:00 p.m.	Continuation of Council Budget Work Session (if needed)
<u>April 9</u> (Tuesday)	7:00 p.m.	First Reading of Budget/Designate Public Hearing for May 14th
<u>April 24</u> (Wednesday)		First Public Hearing Advertisement
<u>April 1</u> (Wednesday)		Second Public Hearing Advertisement
<u>May 14</u> (Tuesday)	7:00 p.m.	Public Hearing on the FY2020 Budget
<u>June 11</u> (Tuesday)	7:00 p.m.	Council Meeting to approve FY2020 Budget