

2021-2022 Budget Calendar – Summary

June 2020

Milestone	Timing
Budget Development	
Budget worksheets distributed to departments	7/6/20
Departments update budget worksheets and potential enhancement requests	7/6/20 - 8/3/20
Finance/Departments hold CIP status meetings and update budget worksheets	7/6/20 - 8/10/20
Finance compiles & reviews budget worksheets	8/4/20 - 8/10/20
Departments prepare 2021-2022 initiatives and 2019-2020 accomplishments	7/28/20 - 8/31/20
Council Presentation - Long Range Forecast	8/17/20
City Manager Proposed	
City Manager & Finance reviews budget requests with Departments	8/13/20 - 8/21/20
City Manager determines budget requests; Finance finalizes budget requests	8/24/20 - 8/28/20
Finance prepares preliminary budget document	8/31/20 - 9/30/20
Council Review	
Council Presentation - Preliminary Operating Budget	10/5/20
First public hearing on revenue sources/expenditures	10/19/20
Council Presentation - Preliminary CIP Budget	10/19/20
Council Presentation - Department Presentations	10/26/20
Second public hearing on revenue sources/expenditures	11/2/20
Council Discussion - Preliminary Operating & CIP Budget follow-up	11/2/20
Council Discussion - Property Tax Levy	11/2/20
Council Discussion - Proposed SWM Fees	11/2/20
Council Action - Property Tax Levy Adoption <i>(Statutory deadline is Nov 30)</i>	11/16/20
Council Action - SWM Fees Adoption <i>(Statutory deadline is Dec 1)</i>	11/16/20
Council Discussion - Budget Ordinance	11/16/20
Third & final public budget hearing	12/7/20
Council Action - 2021 Financial Policies Adoption	12/7/20
Council Action - Budget Ordinance Adoption <i>(Statutory deadline is Dec 31)</i>	12/7/20