

BUDGET SCHEDULE – 2022 – 2023

TARGETED TIMELINES

October 7, 2021 (Thursday)	Capital Improvement Plan data for Department Heads and Boards & Commissions submitted to Manager
Mid-October	Capital Budget Review meetings
Week of Dec. 6, 2021	Manager submits Capital Improvement Plan to Council
January 6, 2022 (Thursday)	Department Heads submit Budget to Manager
Mid- January	Town Manager meets with Department Heads to discuss their budget requests.
February 1, 2022 (Tuesday)	Advertise Public Hearing for Capital Budget
February 10, 2022 (Thursday)	Capital Budget Public Hearing – Council Chambers* – 7:00 p.m.
February 14, 2022 (Monday)	Board of Education submits Budget to Manager
February 24, 2022 (Thursday)	<p>A. Manager convenes joint meeting between Council and Board of Education (by April 11 per Charter requirement). Recommendations & Suggestions to BOE regarding consolidation of non-education services and cost savings (10 days from date of receiving BOE Budget per State Statutes (Public Act 13-60))</p> <p>B. Discuss Board of Education budget overall request, pursuant to Charter Section C9-4 or C9-1 – Library Program Room* – 7:00 p.m.</p>
March 9, 2022 (Wednesday)	Manager submits Budget to Council
March 10, 2022 (Thursday)	Advertise Public Hearing
March 16, 2022 (Wednesday)	Mgr. discusses Budget w/Council–Library Program Room* – 7:00 p.m.
March 17, 2022 (Thursday)	Mgr. discusses Budget w/Council–Library Program Room* – 7:00 p.m.
March 21, 2022 (Monday)	Mgr. discusses Budget w/Council–Library Program Room* – 7:00 p.m.
March 24, 2022 (Thursday)	<u>PUBLIC HEARING</u> on Manager’s Recommended Budget: Board of Education, Town Gov’t., Capital Improvement Plan – Library Program Room* – 7:00 p.m.
March 29, 2022 (Tuesday)	Council Discussion – Budget Finalized – Council Chambers* – 6:00 p.m.
April 5, 2022 (Tuesday)	Advertise Budget
April 18, 2022 (Monday)	<u>ANNUAL BUDGET PRESENTATION MEETING</u> – Library Program Room* – 7:00 p.m. – BOE is provided an opportunity to present a revised adopted budget based on funding approved by Town Council and other line item updates
May 3, 2022 (Tuesday)	Annual Budget Referendum
By May 10, 2022 (Tuesday)	Council Establish Mill Rate upon referendum adoption

11/4/21

**Due to COVID19, Zoom may be used as an alternative*