

## Budget Calendar Fiscal Year 2024

DATE	ACTION
August, 2023	Conduct Budget Survey with residents, businesses
August 1, 2023	Provide departmental access to 2023 Budget System.
August 8, 2023	City Administrator & Finance Officer hold initial budget preparation meeting with department heads
September 25, 2023	Conduct Budget Work Session with Board of Aldermen; present Employee Compensation, Special Revenue Funds and General Fund Budget Revenues
September 26 - 29, 2023	City Administrator and Finance Officer meet with individual department heads to review departmental budgets
October 9, 2023	Conduct Budget Work Session with Board of Aldermen; present General Fund and Capital Fund Budget Expenditures
November 6, 2023	Present Capital Improvement Plan for approval at Planning & Zoning Commission Meeting (as required by State Statute)
November 27, 2023	Present 2022 Budget Re-appropriation to Board of Aldermen
November 29, 2023	Publish Public Hearing Notice
December 11, 2023	Conduct Public Hearing on Proposed Budget; Adopt Budget
December 12, 2023	Distribute Approved Budget