

Dates	Budget Milestones	Statutory Requirement Milestones
May 19, 2024	Departments receive preliminary budget guidance from City Manager and Finance Director	N/A
June 7, 2024	Council provides guidance (goals) for FY2024-2025 Budget	N/A
June 9, 2024	Departments prepare budget based on Council goals	N/A
June 14, 2024	Departments submit budget to Finance Director	N/A
June 17, 2024	Finance Director/CM prepare draft budget	N/A
June 21, 2024	Draft Budget sent to Budget Committee	Resolution 19-18
June 26, 2024	Budget Committee Meeting 3 PM	Resolution 19-18
July 3, 2024	Budget Committee Meeting 3 PM	Resolution 19-18
July 12, 2024	Budget Committee Final Meeting 3 PM (Final Budget Adjustments, approved)	Resolution 19-18
July 16, 2024	City Council receives Draft Budget/millage sheet and schedule	City Charter (Article V, Section 5.03)
July 24, 2024	Special meeting to set max millage	Millage deadline is August 2, 2024
August 6, 2024	Budget Workshop 5:30 PM and City Council receives Budget Message from City Manager	City Charter (Article V, Section 5.03)
August 22, 2024	Possible 2nd Budget Workshop 6:00 PM	N/A
September 3, 2024	Regular City Council Meeting (1st Budget Hearing)	First Public Hearing to set Tentative Budget and Proposed Millage Rate
September 15, 2024	Advertise 2nd Public Hearing	Notice of Public Hearing or Tax Increase and Budget Summary advertisements published (within 15 days of First Public Hearing)
September 17, 2024	Regular City Council Meeting (2nd Budget Hearing/Budget Adoption)	Second Public Hearing to adopt Final Budget and Final Millage Rate (2-5 days after Notice)
September	Resolutions Adopting Final Millage Rates forwarded to Property Appraiser and Tax Collector	
October	Receive Final Certification of Taxable Value (DR-422s) from Property Appraiser	
October	Complete and Certify Final Millage (DR-422s) and return copies to Property Appraiser	
October	Submit Certified DR-422s and DR-487 to Department of Revenue (DOR)	
Denotes Council Participation		