

City of Frostburg
Fiscal Year 2025-2026
Budget Preparation Schedule

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| February 3, 2025 | Staff Budget Process <ul style="list-style-type: none">• Departmental Requests Due; Requests are to be prepared in consultation with Commissioners |
| February 11, 2025 | Work Session <ul style="list-style-type: none">• Presentation of Budget Schedule• Presentation of Requests from Departments/Commissioners• Discussion of Council’s Budget Priorities• Council Discussion on Tax and Utility Rates |
| February 18, 2025 | Monthly City Council Meeting <ul style="list-style-type: none">• Hotel/Motel Tax Revenue requests due |
| March 11, 2025 | Work Session <ul style="list-style-type: none">• Council Review and Discussion on Draft Budget• Council Discussion on Setting the Tax Rate• Council Discussion on Setting Utility Rates and Other Fees |
| March 18, 2025 | Monthly City Council Meeting <ul style="list-style-type: none">• Special Presentation on Tax and Utility Rates• Presentation of Draft Budget• Public Comment on Draft Budget |
| April 8, 2025 | Work Session <ul style="list-style-type: none">• Council Review and Discussion of Budget Ordinance |
| April 15, 2025 | Monthly City Council Meeting <ul style="list-style-type: none">• Tax Rate Public Hearing (if required by State Law)• Introduction of Budget Ordinance – Public Comment |
| May 13, 2025 | Work Session <ul style="list-style-type: none">• Final Review of Budget Ordinance• Discussion of any Proposed Amendments |
| May 20, 2025 | Monthly City Council Meeting <ul style="list-style-type: none">• Public Hearing on the Budget Ordinance - Advertised• Second Reading, Public Comment and Vote to Approve; Ordinance becomes effective in 20 Days (follow 2025 – HB 101) |