

2027 Budget Preparation and Approval Process Schedule

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- August 3– Distribution of 5 Year Capital Improvement Project CIP to Department Managers
- August 4 – Distribution of Budget Worksheets to Department Managers
- September 2 – Review CIP Internally with Department Heads
- September 8 – Non –Personnel Budgets Due
- September 14 – through 18 – Administrative Budget Round Table (Discuss Budget Items) as an Aggregate
- September 21 – Present 5-year Capital Improvement CIP to Board of Public Works for Feedback
- October 5 – Present Non-Personnel Items and Tax Rate to Finance and Personnel for feedback
- October 19 – Present Personnel items to Finance and Personnel for feedback
- **October 22 – Submit Public Hearing Notice to Clerk for Class 1 posting at least 15 days prior to Hearing**
- *Week of October 26th – Print Budget Books and Distribute*
- November 9 – Proposed Budget Presentation to Committee of the Whole at 6pm
- November 17 – Public Hearing and Budget Adoption