



MEETING DATE: July 8, 2023

SUBJECT: 2024 Proposed Budget Calendar

PRESENTED BY: Mary Strutt, Administrative Services Director

DATE	ASSIGNMENT	ACTION
July 8, 2023	Board Retreat	Retreat to discuss 2024 and future projects
August 1, 2023	Finance	2024 budget sheets to staff
August	Dept Heads	Staff prepare proposed revenue and expenditure work sheets for each fund under their control. Schedule appointment with finance & Town Manager, as needed
August 25, 2023	Weld County	Weld County to certify new assessed and actual values
August 28, 2023	Dept Heads	Budget worksheets due back to finance
August 28, 2023	Board Work Session	Budget Overview: Review 2023, general direction for 2024 and any Board projects
September	Finance / Town Manager	Work with consultant to prepare budget presentation
October 9, 2023	Regular Board Meeting	Proposed budget presented to BOT
October 15, 2023	Clerk	Proposed budget must be presented to BOT per C.R.S. 29-1-105; hearing notices published after presentation
October / November	Board Work Sessions	Scheduled as needed
November	Finance Committee	Finance Committee to review/comment on budget
December 10, 2023	Weld County	County deadline to re-certify assessed values
December 11, 2023	Regular Board Meeting	Public Hearing and Adopt Final Budget
December 15, 2023	Finance	Deadline to certify mill levy to County Commissioners