



MEETING DATE: July 8, 2024

SUBJECT: 2025 Proposed Budget Calendar

PRESENTED BY: Mary Strutt, Administrative Services Director

DATE	ASSIGNMENT	ACTION
June 17, 2024	Board Retreat	Retreat to discuss 2025 and future projects
July	Finance	Complete 2023 audit and 2024 forecast
August 1, 2024	Finance	2025 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, 2024	Weld County	Weld County to certify new assessed and actual values
August 26, 2024	Dept Heads	Budget worksheets due back to finance
August 26, 2024	Board Work Session	Budget Overview: Review 2024, general direction for 2025 and any Board projects
September	Finance / Town Manager	Work with consultant to prepare budget presentation
October 14, 2024	Regular Board Meeting	Proposed budget presented to BOT
October 15, 2024	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, 2024	Weld County	County deadline to re-certify assessed values
December 9, 2024	Regular Board Meeting	Public Hearing and Adopt Final Budget
December 15, 2024	Finance	Deadline to certify mill levy to County Commissioners