

CITY OF MILES CITY ANNUAL BUDGET CALENDAR- FY25/26

- 1- **May** On or before May 1st the City Clerk/Finance Dept. Director will notify Department Directors to file their preliminary budget proposals. (MCA 7-6-4020)
- 30- **June** The Mayor directs all department directors to submit their budgets to the City Clerk/Finance Dept. Director by June 30 and no later. At a regular City Council meeting, the Mayor and Council will discuss long-range budgetary vision, mission and community-wide goals, as well as key issues facing each department during the next fiscal year.
- 7- **July** City Clerk/Finance Dept. tabulates estimates, prepares preliminary budgets and submits to the Mayor by July 7th.
- 9- **July** Mayor & Finance Committee makes budget revisions from July 9- August 5 (or When final Cash On-Hand becomes available, whichever comes later) and the City Clerk/Finance Department Director prepares the Preliminary Budget for Public review.
- 6- **August** Notice to public that preliminary budget is available for inspection between August 12th and August 26th (published twice with six days separating each publication). Notice requirements conform to provisions in (MCA 7-1-4127). Mayor and Council hold public hearings for taxpayers or residents beginning August 26th, which may be continued from day to day to the final adoption of the budget. (MCA 7-6-4024). **Publish in paper on: August 9th, 16th & 23rd**
- 26-**Aug** Public Hearings are concluded and the Mayor & Council pass the budget resolution adopting the final budget on Tuesday, August 26th (or within 30 calendar days of receiving the Certified Taxable Valuation from the Department of Revenue, (MCA 7-6-4024(3)). Needs to be submitted by September 4th, 2025.