

FY 2026-27 Proposed Budget Calendar

February

- **Tuesday, February 17th City Council Proposed Budget Calendar on Consent Calendar**
 - Agendize budget calendar

MARCH

- **March 1-31**
 - Development of proposed staffing plan
 - Salary costs are calculated based on the proposed staffing plan
 - Revenue forecasting is completed
 - Budget worksheets are compiled
- **Friday, March 20th**
 - Budget Packets Distributed to Department Heads/Supervisors

APRIL

- **April - Priority Setting Meetings with City Council**
- **Monday, April 6th**
 - Department Heads/Supervisors turn in Budget Requests to Finance Director
- **April 13 – April 17**
 - Information compiled by Finance
- **April 20 – April 24**
 - City Manager reviews Budget and provides recommended changes to Finance
 - City Manager meets with Department Heads/Supervisors as needed
- **Thursday, April 30th**
 - Finance finishes preparing the recommended budget for City Manager approval

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MAY

- **May 4 - May 15**
 - Prepare Staff Report and Final Preparations for Recommended Budget
- **Tuesday, May 19th City Council Meeting**
 - The City Manager presents the Recommended Operating and Capital Budget
- **May 21– May 30**
 - *Special budget meetings, if necessary*

JUNE

- **Tuesday, June 2 City Council Meeting**
 - City Public Hearing- City Manager presents the revised Recommended Operating and Capital Budget
- **June 4 - June 16**
 - *Special budget meetings if necessary*
- **Tuesday, June 17th City Council Meeting**
 - Special Presentation - Finance Director Presents the Final Operating and Capital Budget for Adoption Resolution No. _____