

2025 Municipal Budget Calendar	Section Start	Section Complete	Who	Target Timeline
Departments #1: 2025-2030 CIP, review for changes			MT	Wed, July 31, 2024
Departments #2: Review projections for revenues, payroll, and personnel	Friday, July 26, 2024	Friday, August 16, 2024	MT	Fri, Aug 16, 2024
Finance Committee			FC	Wed, Aug 28, 2024
Depart. Directors Meeting - Budget Kick-Off			MT	Tues, Sept 3, 2024
Common Council Meeting			CC	Tues, Sept 3, 2024
Fin. Dir. Meetings w/ Dept Heads - Guidance/Questions	Tuesday, September 3, 2024	Friday, September 13, 2024	MT	Fri, Sept 13, 2024
Departments #3: Complete Operating Budget sections along with 2025 Operating Projects/Initiatives	Tuesday, September 3, 2024	Friday, September 13, 2024	MT	Fri, Sept 13, 2024
Common Council Meeting			CC	Tues, Sept 17, 2024
Review of department budgets by the city manager	Monday, September 16, 2024	Friday, September 20, 2024	MT	Fri, Sept 20, 2024
Finance Committee			FC	Tues, Sept 24, 2024
Staff drafts document narrative, budget summary, and budget graphics.	Monday, September 23, 2024	Friday, September 27, 2024	MT	Fri, Sept 27, 2024
Produce Budget Update Document - Distribute in Council Packet			MT	
City Manager provides budget presentation to the Common Council along with the complete budget document.			CC	Tues, Oct 1, 2024
Finance Committee Review, Department Q&A:			FC	**NEED DATE
Post Notice of Public Hearing				
Finance Committee Review, Department Q&A:			FC	**NEED DATE
Finance Committee Review, Department Q&A:			FC	**NEED DATE
Common Council Meeting			CC	Tues, Oct 17, 2024
Finance Committee			FC	Tues, Oct 22, 2024
Staff assembles and presents draft budget for final internal review.			MT	
General Election				Tues, Nov 5, 2024
Common Council Meeting - Distribution of Final amended 2025 Budget Document			CC	Thurs, Nov 7, 2024
Public hearing and Possible adoption of the amended municipal budget and establishment of Municipal Levy for 2025			CC	Tues, Nov 19, 2024

CC = Common Council MT = Management Team FC = Finance Committee