

## BUDGET SCHEDULE – 2014 – 2015

### TARGETED TIMELINES

October 24, 2013 (Thursday)	Capital Improvement Plan data for Department Heads and Boards & Commissions submitted to Manager
Month of November	Capital Budget Review meetings
Week of Dec. 16, 2013	Manager submits Capital Improvement Plan to Council (by January 6 per Charter requirement)
January 2, 2014 (Thursday)	Department Heads submit Budget to Manager (by Feb. 21 per Charter requirement)
February 6, 2014 (Thursday)	Board of Education submit Budget to Manager (by Feb. 21 per Charter req.)
February 19, 2014 (Wednesday)	Community Conversation on Town Budgetary Matters – Fire Training Center – 7:00 p.m.
Within 10 days of BOE Submitting Budget to Mgr.	Council Discussion – Recommendations & Suggestions to BOE regarding consolidation of non-education services and cost savings (10 days from date of receiving BOE Budget per State Statutes (Public Act 13-60)) – Council Chambers – 7:30 p.m.
February 20, 2014 (Thursday)	Capital Budget Public Hearing – Council Chambers – 7:30 p.m.
March 4, 2014 (Tuesday)	Manager convenes joint meeting between Council and Board of Education (by April 11 per Charter requirement) – Council Chambers – 7:00 p.m.
March 11, 2014 (Tuesday)	Manager submits Budget to Council (by March 27 per Charter requirement)
March 13, 2014 (Thursday)	Advertise Public Hearing
March 12, 2014 (Wednesday)	Mgr. discusses Budget w/Council–Council Chambers – 7:00 p.m.
March 19, 2014 (Wednesday)	Mgr. discusses Budget w/Council–Council Chambers – 7:00 p.m.
March 20, 2014 (Thursday)	Mgr. discusses Budget w/Council–Council Chambers – 7:00 p.m.
March 26, 2014 (Wednesday)	<b><u>PUBLIC HEARING</u></b> on Manager’s Recommended Budget: Board of Education, Town Government, Capital Improvement Plan – THS Auditorium – 7:30 p.m.
April 1, 2014 (Tuesday)	Council Discussion – Budget Finalized – Council Chambers – 7:30 p.m.
April 10, 2014 (Thursday)	Advertise Budget
April 23, 2014 (Wednesday)	<b><u>ANNUAL BUDGET PRESENTATION MEETING</u></b> – THS Auditorium – 7:30 p.m. – BOE is provided an opportunity to present a revised adopted budget based on funding approved by Town Council and other line item updates
April 24, 2014 (Thursday)	Budget Presentation – Senior Center – 12:30 p.m.
May 6, 2014 (Tuesday)	Annual Budget Referendum
By May 13, 2014 (Tuesday)	Council Establish Mill Rate upon referendum adoption