



Budget Calendar FY:2020-2021

Date	Time	Meeting Information and Budget Schedule
December 10, 2019	4:00 p.m.	Town Council Regular Meeting - Adoption of Budget Calendar
December 16, 2019- January 10, 2020		2019-2020 FY Budget Calendar placed on town website; public input requested through published legal advertisements
January 23, 2020	8:30 a.m.	Town Council Planning Retreat
January 24, 2020	8:30 a.m.	Town Council Planning Retreat
February 10, 2020		Distribute budget information to Department Heads
February 11, 2020	4:00 p.m.	Town Council Regular Meeting
March 2-6, 2020		Town Manager and Finance Officer meet individually with Department Heads to discuss budget and receive all budget requests (<i>1st meeting</i>)
March 30, 2020		Finalize departmental budget requests with Department Heads (<i>2nd meeting</i>)
Spring 2020		Tax Administrator submits projected collection amount-
April 22, 2020	Wed. 10:00 a.m.	Town Council Meeting – Budget Workshop I - Public Presentation of the Budget
April 27, 2020		Proposed FY:2020-2021 Town Budget placed on town website and made available to the public
May 4,5,6, 2020		Town Manager and Finance Officer meet individually with Department Heads (<i>meetings as needed</i>)



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Date	Time	Meeting Information and Budget Schedule
May 12, 2020	4:00 p.m.	Town Council Regular Meeting – 1 st Public Hearing on Budget
May 22, 2020	2:00 p.m.	Town Council Meeting – Budget Workshop II
June 9, 2020	4:00 p.m.	Town Council Meeting – 2 nd Public Hearing on Budget; Town Council Adopts FY 2019-2020 Budget