

BUDGET SCHEDULE – 2009 – 2010

TARGETED TIMELINES

October 16, 2008 (Thursday)	Capital Improvement Plan data for Department Heads and Boards & Commissions submitted to Manager
October 22-28, 2008	Preliminary Capital Budget Committee Review and Department Head Meetings
November 5, 2008 (Wednesday)	Capital Budget submitted to Town Manager
Week of Dec. 15, 2008	Manager submits Capital Improvement Plan Draft to Council (by January 6 per Charter requirement)
February 2, 2009 (Monday)	Department Heads submit Budget to Manager (by Feb. 21 per Charter requirement)
February 12, 2009 (Thursday)	Board of Education submit Budget to Manager (by Feb. 21 per Charter requirement)
February 26, 2009 (Thursday)	Capital Budget Public Hearing – Council Room – 7:30 p.m.
March 5, 2009 (Thursday)	Manager convenes joint meeting between Council and Board of Education (by April 11 per Charter requirement) – THS Library – 7:30 p.m.
March 19, 2009 (Thursday)	Manager submits Budget to Council (by March 27 per Charter requirement)
March 23, 2009 (Monday)	Advertise Public Hearing
March 23, 2009 (Monday)	Mgr. discusses Budget w/Council–Council Room – 7:30 p.m.
March 25, 2009 (Wednesday)	Mgr. discusses Budget w/Council–Council Room – 7:30 p.m.
March 26, 2009 (Thursday)	Mgr. discusses Budget w/Council–Council Room – 7:30 p.m.
April 2, 2009 (Thursday)	<u>PUBLIC HEARING</u> on Manager’s Recommended Budget: Board of Education, Town Government, Capital Improvement Plan – High School Auditorium – 7:30 p.m.
April 6, 2009 (Monday)	Council Discussion – Budget finalized – Council Room – 7:30 p.m.
April 16, 2009 (Thursday)	Advertise Budget
April 28, 2009 (Tuesday)	<u>ANNUAL BUDGET PRESENTATION MEETING</u> – High School Auditorium – 7:30 p.m.
May 5, 2009 (Tuesday)	Annual Budget Referendum
By May 14, 2009 (Thursday)	Council Establish Mill Rate upon referendum adoption