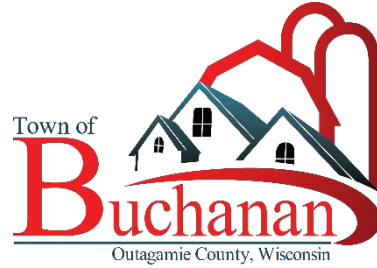


Calendar for 2024 Budget Adoption

(Subject to change as needed)

REVISED



Tuesday, June 20, 2023 - Town Board Meeting

- Town Administrator distributes 2023 Budget Adoption Calendar.

Tuesday, July 18, 2023 – Town Board Meeting

- Discuss key assumptions for budget such as tax levy, general obligation debt, compensation, long-range financial planning for Capital Improvement Plan.

Wednesday, July 19, 2023 – Budget Schedule & Memorandum Distributed

- Budget documents and memorandum distributed to key staff and contractors.
- Communicate key priorities of the Town Board and overall budget outlook.
- Communicate budget priorities and spending parameters of Town Administrator.
- Discuss instructions and procedures for preparing departmental/divisional budgets.
- Discuss internal/department meeting schedule with Administrator to review budget proposals.
- Distribute line-item and capital project request forms.

Tuesday, August 15, 2023 – Budget Meeting

- Presentation by Ehlers regarding Town Investments
- Presentation by Baird regarding Town Borrowing/Debt
- Discussion about Capital Improvement Plan/Projects and Funding Options

Wednesday, August 18, 2023 – Department Requests & Capital Improvement Plan (CIP) Requests due to Town Administrator

- Individual budget meetings to review/revise requests scheduled August 28th to September 1st with Town Administrator.

August 25 to September 2, 2023 – Budget Meetings with Town Administrator to Review Budget Requests

Tuesday, September 19, 2023 – Town Board Meeting

- Capital Improvement Plan Funding Options

Tuesday, October 17, 2023 – Budget Meeting

- Budget Overview
- Cost of Living Adjustment and Merit Increases

Thursday, November 2, 2023 – Budget Public Hearing & Special Town Meeting

- A Public Hearing in accordance with State Statute is held; staff provides comprehensive power point presentation of proposed budget.
- Town Electors establish, in accordance with State Statute, compensation of elected Town officials to begin in April 2024.
- Town Electors adopt, in accordance with State Statute, the 2023 town tax levy to be paid in 2024.

Tuesday, November 21, 2023 –Town Board Meeting

- Town Board Approves Resolution adopting the 2024 Fiscal Year Budget.