



Cottonwood Heights City

Budget Calendar 2020/2021 Budget Year

| <u>Date</u> | <u>Event / Description</u> |
|---------------------------------------|---|
| January 6, 2020 Monday | Start Future Request Process with Departments |
| January 22, 2020 Wednesday | Council Retreat |
| | Set Budget Priorities and Expectations |
| January 23, 2020 Thursday | End Future Request Process with Departments |
| January 24, 2020 Friday | Preliminary Review of Future Requests and Listing |
| January 27 – February 14, 2020 | City Manager & Finance Director meet with Department Heads on Budget Requests |
| February 4, 2020 Tuesday | Budget Committee Meeting |
| February 18, 2020 Tuesday | Compensation Committee Meeting |
| February 21, 2020 Friday | Preliminary Budget (S&B, Requests, Debt, Capital) Submittal |
| March 3, 2020 Tuesday | Budget Committee Meeting |
| March 17, 2020 Tuesday | Compensation Committee Meeting |
| March 20, 2020 Friday | Updated Budget (S&B, Requests, Debt, Capital) Submittal |
| April 7, 2020 Tuesday | Budget Committee Meeting |
| April 21, 2020 Tuesday | Council Budget Work Session |
| April 24, 2020 Friday | Proposed Budget (S&B, Requests, Debt, Capital) Submittal |
| April 28, 2020 Tuesday | Newspaper Ad, Public Meeting Notice (Tentative Budget 5/5/20) |
| May 5, 2020 Tuesday | Budget Committee Meeting |
| May 5, 2020 Tuesday | Proposed Budget and Adopt Tentative Budget |
| May 19, 2020 Tuesday | Council Budget Work Session |
| May 26, 2020 Tuesday | Newspaper Ad, Public Meeting Notice (Adopted Budget 6/2/20) |
| June 2, 2020 Tuesday | Budget Committee Meeting |
| June 2, 2020 Tuesday | Public Hearing for Budget and Adoption |
| June 16, 2020 Tuesday | Final Property Tax Rate Set (if no Tax Increase) |
| June 16, 2020 Tuesday | Adopt Final Budget (if no Tax Increase) |
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| <i>If a Tax Increase is indicated</i> | |
| June 16, 2020 Tuesday | Notify for tax increase. Set date of August 4 or 11 for Public Hearing for Tax Increase and Budget Adoption |

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| July 21 or 28, 2020 Tuesday | Newspaper Ad, Public Meeting Notice #1 (Tax Increase and Budget Adoption 8/4/20 or 8/11/20) |
| July 28 or August 4, 2020 Tuesday | Newspaper Ad, Public Meeting Notice #2 (Tax Increase and Budget Adoption 8/4/20 or 8/11/20) |
| August 4 or 11, 2020 Tuesday | Public Hearing for Tax Increase, Budget Adoption, and Property Tax Rate Set |

Last Edit 1/15/20