

**CITY OF LEAVENWORTH
CALENDAR FOR PREPARATION OF 2019-2020 BIENNIAL BUDGET**

- March 23, 2018** (Friday) Annual Retreat – Budget Priorities/Planning
- June 18, 2018** (Monday) Finance Director Request to Staff for Detailed Budget Estimates
- July 6, 2018** (Friday) Staff Requests Due to Finance Director for Budget Development
- July 27, 2018** (Friday) Departmental Budgets Submitted to Administrator for Review
- Aug 6, 2018** (Monday) Staff Meeting to Review/Finalize Preliminary Budget for Presentation
- Aug 28, 2018**- 2nd meeting in Aug: Finance (5:00) Committee Review Prelim Budget Worksheets
- Sept 11, 2018** – 1st meeting in Sept: Economic Dev (3:00) & Parks (4:00) Committees Review Prelim Budget Worksheets
 Set Public Hearing on Ad Valorem (Property) Tax, **Oct 23**
 CAO Presentation Current Year Budget Review/Preliminary Budget Review
- Sept 25, 2018** – 1:00 PM - 3:00 PM Special Finance Committee Meeting – *Priority Review if Necessary*
- Oct 9, 2018** – 1st meeting in Oct: Study Session – *Priority Review if Necessary*
- Oct 23, 2018** - 2nd meeting in Oct: Public Hearing on Ad Valorem (Property) Tax
 Set Public Hearing on Preliminary Budget, **Nov 13**
 Set Public Hearing on Final Budget, **Nov 27**
- Nov 9, 2018** (Friday) Preliminary Budget Available to Public w/Administrator’s Budget Message
- Nov 13, 2018** – 1st meeting in Nov: Public Hearing and Preliminary Budget Review by Administrator
 Ad Valorem (Property) Tax Ordinances-Adopt (DUE COUNTY **Nov 30**)
- Nov 27, 2018** – 2nd meeting in Nov: Public Hearing on Final Budget
- Dec 11, 2018** – 1st meeting in Dec: Resolution for Rate & Fee Schedule
 2017-2018 Final Budget Amendment Ordinance
 Adoption of 2019-2020 Biennial Budget Ordinance
- 2nd Half Biennium Modification (2020 Budget)** -----
- Apr 12, 2019** (Friday) Annual Retreat – Budget Priorities/Planning
- Sept 9, 2019** (Monday) Staff Meeting to Review 2020 Budget for Modification
- Sept 24, 2019** - 2nd meeting in Sep: Finance (5:00) Committees Review *(if Necessary)*
 Set Public Hearing on Ad Valorem (Property) Tax, **Oct 22**
 Set Public Hearing for Biennial Budget Review/Modification, **Oct 22**
- Oct 8, 2019** – 1st meeting in Oct: Economic Dev (3:00) & Parks (4:00) Committees Review *(if Necessary)*
- Oct 18, 2019** (Friday) Mid-Biennium Budget Updates Available to Public *(if Necessary)*
- Oct 22, 2019** – 2nd meeting in Oct: Public Hearing on Ad Valorem (Property) Tax
 Public Hearing on Biennial Budget Review/Modification
- Nov 12, 2019** – 1st meeting in Nov: Ad Valorem (Property) Tax Ordinances-Adopt (DUE COUNTY **Nov 30**)
- Dec 10, 2019** – 1st meeting in Dec: Resolution for Rate & Fee Schedule
 Ordinance Amending Biennial Budget Review/Modification *(if Necessary)*

