

## City of Norwalk, Connecticut

### OPERATING BUDGET CALENDAR

All Board of Estimate and Taxation meetings begin at 6:30 p.m.

<b>Date</b>	<b>City Hall Room</b>	<b>Description</b>
Friday, October 21, 2016		Finance Department distributes budget packages to departments and agencies.
Friday, December 09, 2016		All city departments and grant agencies prepare and file their budget requests, including goals and objectives, with the Office of Management and Budgets. City departments enter line items requests online.
Tuesday, December 13, 2016 to Wednesday, January 18, 2017		Finance Department staff meets with each department and grant agency to review requests.
Tuesday, January 17, 2017		Board of Education files its budget request with the Office of Management and Budgets. BOE to meet with city Finance on Wednesday, January 18, 2017.
Monday, February 13, 2017	231	Finance Department prepares and submits the recommended budget and tax levy in addition to the department requests to the Board of Estimate and Taxation.
Tuesday, February 14, 2017	300	Finance Department prepares and submits the recommended budget and tax levy in addition to the department requests to the Common Council.
Friday, February 17, 2017		Publish recommended budget, tax levy and Notice of Annual Meeting of the Board of Estimate and Taxation in local newspaper.
Monday, February 27, 2017 to Thursday, March 16, 2017		Board of Estimate and Taxation conducts meetings to hear from City agencies and other interested parties concerning budget alterations and formulates tentative budget.
Tuesday, February 28, 2017	300	Common Council establishes operating budget cap.
Wednesday, March 22, 2017	Concert Hall	Board of Estimate holds public hearing on budget.
Monday, April 03, 2017	231	Board of Estimate and Taxation completes its review of the budget and forwards to Common Council.
Tuesday, April 11, 2017	300	Common Council's Regular Meeting sets final cap, but not later than 4/18/2017.
Friday, April 21, 2017		Publish the tentative budget and tax levy.
Monday, May 01, 2017	231	Board of Estimate and Taxation sets final budget and tax levy.