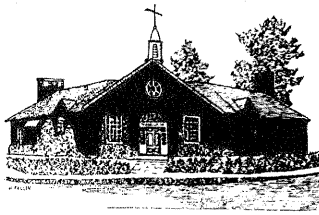


TOWN OF BURRILLVILLE



TOWN BUILDING
HARRISVILLE, R.I.

BUDGET CALENDAR – Fiscal Year Ending June 30, 2013 (Capital & Operating Budgets)

November/December	Departments Prepare Budget Requests - Operating and Capital
December 13, 2011	Department Capital Improvement Requests Due Joint pre-budget meeting – Town Council, School Committee and Budget Board
January 4, 2012	Municipal Departments submit Operating Budget Requests to Town Clerk/Finance
January 18, 2012	Municipal Departments meet with Budget Board
January 19, 2012	Municipal Departments meet with Budget Board
January 26, 2012	Budget Board – Special Appropriations review
February 16, 2012	School Administration/School Committee meets with Budget Board.
March 1, 2012	Budget Board submits Capital Budget (CIP) Program to Town Manager (Target Date)
March 23, 2012	Manager submits his Capital Budget (CIP) recommendations to the Town Council
March 23, 2012	Public Notice of the Public Hearing on Capital Budget (CIP) Program
March 28, 2012	6:30 p.m. Public Hearing – CIP Program Adoption of FYE 2013 CIP Program
April 2, 2012	Budget Board submits FYE 2013 Operating Budget recommendations to Town Manager (Charter Due Date)
April 27, 2012	Manager submits his Operating Budget recommendations to the Town Council (Target Date)
April 30, 2012	Town submits budget data and ads to the State for review and approval.
May 7, 2012	Manager submits his Operating Budget recommendations to the Town Council (Charter Due Date)

BUDGET CALENDAR – Fiscal Year Ending June 30, 2013 (Capital & Operating Budgets)

May 17, 2012	Last Date that three (3) ads need to appear advising the public of the proposed budget, proposed tax changes, and dates of public hearings. The final ad needs to appear at least seven (7) days before the first public hearing.
May 24, 2012	7:00 p.m. 1st Public Hearing – Municipal Budget Town Council Chambers
May 31, 2012	7:00 p.m. 2nd Public Hearing – School Budget Town Council Chambers
June 7, 2012	7:00 p.m. - Additional Public Hearing Date (if necessary) Town Council Chambers
June 13, 2012	7:00 p.m. - Budget Adoption (1st Council Meeting in June)
June 27, 2012	7:00 p.m. - Final Budget Adjustments (if necessary) (2nd Council Meeting in June)
July 1, 2012	New Fiscal Year begins

Council Workshops May be scheduled as needed before or after the Public Hearings.

We have reserved the first week of June for workshops unless there are other dates for us to consider.

Other Dates:

March 1 Deadline for notice of reduction in Teaching Workforce

Charter References –

April (First Monday) Latest date Budget Board shall submit its recommendations to the Manager

May (First Monday) Latest date Manager shall submit its recommendations to the Town Council

June (First Monday) Latest date that two (2) Public Hearings must be held.

Budget Adoption Council Adopts Budget No later than June 15th

Line Item Veto Manager may veto any item within seventy-two hours
Council may override the veto by affirmative vote of four (4) members

Voter Initiative Referendum on changes to department budgets may be held upon the petition of fifteen percent (15%) of the voters.

NOTE: **BOLD** Print references important Town Council Dates.
