

TOWN OF BURRILLVILLE



TOWN BUILDING
HARRISVILLE, R.I.

BUDGET CALENDAR – Fiscal Year Ending June 30, 2023 (Capital & Operating Budgets)

November/December	Departments Prepare Budget Requests - Operating and Capital
December 10, 2021	Municipal/School Departments submit Capital Improvement Budget Requests to Finance
December 27, 2021	Municipal/School Departments submit Operating Budget Requests to Finance
January 31, 2022	Joint pre-budget meeting – Town Council, School Committee and Budget Board – 6:00pm
February 25, 2022	Budget Board submits Capital Improvement Budget (CIP) recommendation to Town Manager (Date required by Ordinance is First Monday of March - Ordinance §2-112 - March 7, 2022)
April 4, 2022	Budget Board submits FYE 2022 Operating Budget recommendations to Town Manager (Charter Due Date: First Monday in April)
April 6, 2022	Public Notice of the Public Hearing on Capital Improvement Budget (CIP) Program
April 7, 2022	Manager submits his Capital Improvement Budget (CIP) recommendation to the Town Council
April 13, 2022	7:00 p.m. Public Hearing – CIP Program Adoption of FYE 2023 CIP Program & update of the 5-Year Plan (Ordinance deadline is April 15, 2022)
April 20, 2022	Town submits budget data and ads to the State for review and approval.
May 2, 2022	Manager submits his Operating Budget recommendations to the Town Council (Charter Due Date: First Monday in May)
May 9, 2022	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 ten (10) days before the first public hearing.
May 19, 2022	7:00 p.m. 1st Public Hearing – Municipal Budget Town Council Chambers
May 26, 2022	7:00 p.m. 2nd Public Hearing – School Budget Town Council Chambers
June 2, 2022	7:00 p.m. - Additional Public Hearing Date (if necessary) Town Council Chambers
June 8, 2022	7:00 p.m. - Budget Adoption (1st Council Meeting in June)
June 22, 2022	7:00 p.m. - Final Budget Adjustments (if necessary) (2nd Council Meeting in June)
July 1, 2022	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 to consider.	
June 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.	