MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager MEB

COPY TO: Heather Taylor, Assistant Town Manager

DATE: November 21, 2025

SUBJECT: Budget Process for FY 2026-2027

It is time to start working on the budget process for the upcoming fiscal year. Staff will be prepared at the January meeting to provide an overview of past year accomplishments and ongoing projects. Department heads will also be given an opportunity to present on any big picture issues for the upcoming budget year.

Also attached for Council's review is a proposed timeline for development of the FY 2026-2027 budget. Please review the schedule and let me know your thoughts on the process and dates.

If you should have any questions, please do not hesitate to let me know.

MEB/meb

Attachment