Timeline for FY 2026-2027 Budget Process

Time Period	Action
December 2025	Identification of emerging budget issues. This can be issues such as new services, capital requests, or proposed revenue enhancements.
January 1 – 31, 2026	Department heads make brief presentations to Council at the January 12 regular meeting (4:00 p.m.) regarding past year accomplishments and issues for the upcoming year. **Deadline of February 20, 2026 to submit budget requests.**
February 2026	Administration review and clarification of departmental requests.
March 24, 2026 8:30 a.m. – 3:00 p.m.	Budget workshop and presentation of departmental requests to Town Council at a special called meeting.
March – April 2026	Draft of balanced budget formulated by Administration.
May 7, 2026 8:00 a.m. breakfast 9:00 a.m. budget presentation	Budget retreat with Town Council. All day retreat to present Manager's recommended budget. One-on-one meetings then set with department heads to review preliminary recommendations.
June 8, 2026	Public hearing on recommended budget and possible adoption of budget.