

MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

SUBJECT: FY 2013-2014 Budget Meeting Dates

DATE: April 22, 2013

Background: I would like to schedule a budget work session to review a preliminary FY 2013-2014 budget, as well as the Capital Improvement Budget for Monday, May 6, 2013 at 6:30pm in the Town Hall Board Room. We could also consider a Saturday meeting to go over the same information on May 4, 2013 if your schedules allow it. The meeting (on either date) would be a work session, but could also be open to Department Heads.

The public hearing for the FY 2013-2014 Budget would be held during the regular Board of Commissioner's meeting scheduled for Monday, May 13, 2013.

If necessary, we could schedule an additional work session for Monday, May 20, 2013 (or Saturday, May 18, 2013).

The Final Budget would be submitted during the regularly scheduled Board of Commissioners meeting on May 27, 2013.

The FY 2013-2014 Budget would be adopted June 10, 2013 during the regularly scheduled Board of Commissioners meeting.

Action Requested: Check calendars and set FY 2013-2014 Budget Meeting dates.