

ROAD MAP TO A 2022 BUDGET

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STEP 1: Look Back on 2020	April 13, 2021	Analyze 2020 Spending & Revenues & Fund Balances
STEP 2: 2021 Check in	April 13, 2021	Review 2021 Sales Tax & Projected Revenues
STEP 3: Transparency	May 11, 2020	Ways to improve decision-making & budget format
STEP 4: Federal Rescue Plan Funding	May 25, 2021	Review Amount, Guidelines & Possible Uses
STEP 5: Policy Questions	June 29 – AM?	Role/Use of Fund Balance and Sales Tax
STEP 6: Union Contract	June-July	Negotiate/adopt new union contract with Highway
STEP 7: Scan Ahead	July 13, 2021	Consider '22 costs & revenues & priorities
STEP 8: Budget Requests	July-August	Budget Officer solicits requests from Dept's and Agencies
STEP 10: Community forum Tax Cap Override	Sept. 14, 2021	Share broad themes & seek input on priorities Override permits TB to exceed tax cap, if needed
STEP 9: Tentative Budget to Town Clerk by Town Clerk submits to TB by	Sept. 30, 2021 10/5/21 latest	Supervisor & Budget Officer propose draft, submit to Clerk who provides to for Town Board for Review
STEP 10: Town Bd Review	October	Line item analysis & dept reviews
STEP 11: TB Preliminary Budget & Summary	~ 3 rd -4 th Wk Oct.	Town Bd prepares a preliminary budget for public review 5 days before a Public Hearing
STEP 12: Public Hearing/ Final Budget Adoption	Late October (no later than 11/20)	After comments from the public, the Town Board can make final changes and may adopt '22 Budget