

# Proposed FY2019 Budget Calendar

Task	Date	Task	Date
Finance to distribute FY19 Budget instructions	03/05/2018	Town Manager's Review of Town Manager, Risk Insurance, and Finance and ERF Budgets	05/30/2018
<b>Town Council Meeting – Adoption of the Town Manager's Goals for FY19</b>	<b>TBD</b>	Property Appraiser Issues Preliminary Property Values	06/1/2018
Submit initial CIP Request forms to Public Works	03/16/2018	Final Budget Document Pages Returned to Finance	06/11/2018
<b>Town Council Meeting – Discussion of FY19 Budget Plan and LTFP</b>	<b>04/10/2018</b>	Town Manager's Additional Review of Department Budgets (As Needed) - Town Manager review of Revenue Estimates with Finance Director	June 2018
CIP Request forms and Budget Information submitted to Finance	04/16/2018	Notice from Property Appraiser of Preliminary Certification of Taxable Value	06/29/2018
Town Manager's Review of IT Budget	04/19/2018	Distribution of Proposed FY19 Budget Document	Week of July 2
Town Manager's Review of Fire-Rescue Budget and Police Budgets	04/20/2018	<b>Town Council Meeting to Consider Proposed FY19 Budget and Initial Resolutions(s) Adopting Special Non-Ad Valorem Assessments</b>	<b>07/09/2018</b>
Town Manager's Review of Recreation Enterprise Fund Budget	04/25/2018	Notice of Proposed Property Taxes is mailed from Palm Beach Property Appraiser	Week of August 13
Town Manager's Review of Planning, Zoning and Building Budget	05/18/2018	<b>Town Council Meeting – First Public Hearing to Approve Tentative Budget and Proposed Tax Rate for FY18 and Final Resolution(s) Adopting Special Non-Ad Valorem Assessments</b>	<b>09/13/2018 5:01PM</b>
Town Manager's Review of Public Works, Capital, and Coastal Budgets	05/22/2018GF 5/23/18-CIP/ Coastal	<b>Town Council Meeting – Second Public Hearing to Adopt FY19 Budget and Tax Rate</b>	<b>09/19/2018 5:01PM</b>
Town Manager's Review of Human Resources Budget (Health and OPEB)	05/24/2018	Resolution Adopting Final Millage Rate is Forwarded to Property Appraiser and Tax Collector and Certificate of Compliance sent to Department of Revenue	10/01/2018

<b>January 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>February 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	<b>March 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>April 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>May 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>June 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
<b>July 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>August 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>September 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>October 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>November 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>December 2018</b> S M T W TH F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31