

TOWN OF PALM BEACH

Information for Town Council Meeting on: February 11, 2020

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jane Le Clainche, Finance Director

Re: Budget Calendar for FY21 Budget Process

Date: January 31, 2020

STAFF RECOMMENDATION

Staff recommends that the Town Council approve the proposed FY21 budget calendar.

GENERAL INFORMATION

The attached budget calendar for FY21 includes all significant deadlines and meetings that are planned for the budget process. These include both State mandated actions (e.g. the special Town Council meeting in July and public hearings in September) and the Town's self-directed actions (e.g. the Town Council meeting in April to review the Long Term Financial Plan). Items requiring Town Council action are highlighted in blue and shown in red type on the calendar.

The dates for the public hearings in September are tentative and are subject to change based on the dates of the County and School Board public hearings. Significant dates during the budget process include:

- **April 14, 2020** – Review of Long Term Financial Plan and discussion of the FY21 budget, process and priorities.
- **July 15, 2020** – Town Council meeting to review Town staff's proposed FY21 budget and Initial Resolutions Adopting Special Non-Ad Valorem Assessments.
- **September 8, 2020 at 5:01pm** – First public hearing on tentative budget and proposed tax rate.
- **September 16, 2020 at 5:01pm** – Second public hearing on budget and proposed tax rate.

Staff looks forward to working with the Mayor and Town Council on the FY21 budget.

Attachment

jll

cc: Department Directors
Jay Boodheshwar, Deputy Town Manager
John C. Randolph, Town Attorney