

City of West Point 2017 Budget Calendar

Tuesday, August 2, 2016	Budget request forms distributed to Departments at Department Directors meeting with City Manager 2:00 P.M.
Tuesday, August 23, 2016	City Manager reviews Budget Process with Mayor and City Council at work session 6:00 P.M.
Wednesday, August 24 - - Friday, September 2, 2016	City Manager meets with Mayor and City Council in individual meetings
Tuesday, September 6, 2016	Department Directors meeting with City Manager to discuss budget 2:00 P.M. Department budget request forms returned to City Manager
Wednesday, September 7 - - Tuesday, October 18, 2016	City Manager assembles budget request, compare with revenue estimates, and compiles the budget document City Manager meeting(s) with Department Directors - <i>Time - TBA</i>
Tuesday, October 25, 2016	Budget packets to Mayor and Council City manager presents budget for consideration in work session 6:00 P.M. *Article in paper that budget has been submitted to the council and public meetings will be held specifically the public hearing held November 10 at 8:15 A.M. (One Required Public Hearing) *Make the draft budget available to public *Copy of draft budget to news media
Thursday, October 25 - - Friday, November 18, 2016	Mayor and Council review budget, submit question and meet with City Manager as needed
Thursday, November 10, 2016	*Public hearing #1 8:15 A.M. Announce Public Hearing #2 November 29 th at 6:00 P.M.
Thursday, November 10, 2016	Budget work session (following public hearing)
Tuesday, November 29, 2016	*Public hearing #2 for proposed budget 6:00 P.M. Council Work Session
Thursday, December 8, 2016	Final Council review at Work Session 8:15 A.M.
Monday, December 12, 2016	City Manager final review and revisions. Presentation of budget for adoption at council meeting 6:00 P.M.

**City of West Point 2017
Budget Calendar**

Tuesday, December 13, 2016

Distribute the approved budget to departments, council, media, make available to the public, post on the city website and the Carl Vincent Institute web site.

Sunday, January 1, 2017

Budget becomes effective.

* Public engagement enhances the Government's effectiveness and improves the quality of its decisions. Knowledge is widely dispersed in society, and public officials benefit from having access to that dispersed knowledge. The city will offer citizens opportunities to participate in policymaking and to provide their Government with the benefits of their collective expertise and information. The city will solicit public input on how we can increase and improve opportunities for public participation in Government.

**The budget calendar is prepared by the City Manager and may be amended by the City Council at any time during the budget process.