



## City of West Point 2025 Budget Calendar

Tuesday, August 27, 2024	City Manager reviews Budget Process with Mayor and City Council at work session <i>5:30 P.M.</i>
Wednesday, August 28 - - Friday, September 13, 2024	City Manager meets with Mayor and City Council in individual meetings as needed
Friday, September 27, 2024	Department budget requests should be completed in the system.
Monday, September 30 - - Monday, October 28, 2024	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 29, 2024	<b>**Budget packets to Mayor and Council</b> City manager presents budget for consideration in work session <i>5:30 P.M.</i>  *Article in paper that proposed budget has been submitted to the council and a Public Hearing #1 will be held <i>November 11 at 5:30 P.M. at West Point City Hall</i> prior to the City Council Regular Business Meeting  *Make the draft budget available to public *Copy of draft budget to news media *Draft budget available on city website
Tuesday, October 29 - - Tuesday, November 26, 2024	Mayor and Council review budget, submit question and meet with City Manager as needed
Thursday, November 11, 2024	*Public hearing #1 <i>5:30 P.M.</i>  Announce Public Hearing #2 November 26 at <i>5:30 P.M.</i> at West Point City Hall prior to the Council Work Session
Tuesday, November 26, 2024	*Public hearing #2 for proposed budget <i>5:30 P.M.</i> Prior to Council Work Session at West Point City Hall  Final Council review at Work Session <i>5:30 P.M.</i>
Monday, December 9, 2024	City Manager final review and revisions. Presentation of budget for adoption at council meeting <i>5:30 P.M.</i>

Tuesday, December 10, 2024

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.

Wednesday, January 1, 2025

Budget becomes effective.

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