

**TOWN OF COVENTRY
RESOLUTION
OF THE
TOWN COUNCIL**

NO. 2023-89

RESOLVED:

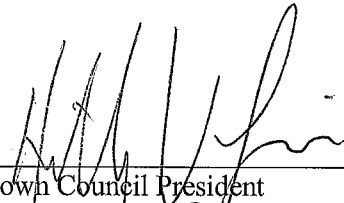
That the Town Council hereby adopts the updated Budget Calendar for submission of the 2024-2025 fiscal year budget in accordance with the financial provisions of the Town Charter and State Law. RIGL 45-2-3.2

<u>2023-2024</u>	
Monday, December 18	Budget Worksheets distributed to Department Heads
Tuesday, December 19	Work Session between School Committee and Town Council to discuss anticipated School Department expenditures, enrollment, staff, and facility needs for ensuing fiscal year.
Tuesday, January 16	Town Manager Capital Improvement Plan Workshop with Staff
January 16-February 9	Department Heads prepare Capital and Operating Budgets.
Friday, February 9	Department Heads submit operating and capital budget to Town Manager and Finance Director
Friday, February 16	Town Manager submits the 5 year Capital Improvement Plan to Planning Commission
Wednesday, February 21	Planning Commission reviews and approves 5-year Capital Improvement Plan
January 6-February 9	Town Manager and Finance Director review of all budget proposals by Department Heads
Friday, February 23	School Department submits draft budget to the Town Manager and Finance Director
Wednesday, February 28	Finance Director submits First draft of Town Manager Budget to the Town Manager
Friday, March 1	School Department submits Final Budget with detail to the Town Manager.
Friday, March 8	Town Manager Budget is updated for any School Department Budget Changes
Monday, March 18	Town Council Budget Work Session (1) – Review of Town Municipal budget requests
Tuesday, March 19	Town Council Budget Work Session (2) Review of School Department Budget.
Tuesday, March 26	Town Manager submits Capital Improvement Program, 5-year Capital Improvement Program, Annual Capital Budget, with recommendations to the Town Council (Town Charter 8.13). Town Manager presents Budget Message and recommended Operating Budget to Town Council.
Tuesday, April 9	Town Council adopts a provisional budget for 2023-2024 fiscal year.
Wednesday, April 10	Budget Submitted to Town Clerk for First Advertisement to be published in the local paper

Thursday, April 11	Submission of provisional budget to RI Division of Municipal Finance
Monday, April 15	First Advertisement of April 30 Public Hearings on General Summary of Operating Budget and Capital Budget. (Town Charter 8.16 and RIGL 44-35-6).
Friday, April 19	Budget Submitted to Town Clerk for the Second Advertisement to be published in the local paper
Monday, April 22	Second Advertisement of Budget Summary and Property Tax Disclosure Statement (RIGL 44-35-6 & 44-35-7) (10 days prior to the vote)
Tuesday, April 30	Public Hearing 6:30 p.m. on Capital, Municipal, School Department Budgets (Town Charter 8.16). -Town of Coventry Budget.
Saturday, May 4	Public Hearing at 10:00 a.m. on Capital, Municipal, School Department Budgets (Town Charter 8.16). -Town of Coventry Budget.
Tuesday, May 7	Town Council to vote on Town of Coventry FY2024-2025 Budget. If the budget does not pass 4-1, an alternative budget needs to be made
Tuesday, May 14	Town Council to vote on alternative budget for FY 2024-2025 Budget. If it does not pass 4-1, all day referendum is needed.
Tuesday, May 21	All day referendum voting on the two budgets (if needed).

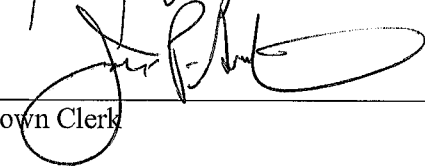
PASSED AND ADOPTED this 28th day of November 2023.

APPROVED



 Town Council President

ATTEST



 Town Clerk