

## 2026 Budget Schedule

Due on September 12, 2025	Outline of Department Goals, personnel changes, capital, and fixed assets purchases.
September 23-26, 2025	Meeting w/Department Head, Mayor, and Mark to go over plan.
October 15, 2025	Pat will handout project income.
October 24, 2025	Department Directors hand in your budgets. (A reminder for general fund department) No more than 50% of total operating budget for Personnel, 85% of Revenue for operating and 10% for Capital or fixed assets. 5% for reserves.
October 30, 2025	Final Draft

- Budget could be presented at the COW meeting on November 4<sup>th</sup> or a Special Called meeting on November 11<sup>th</sup>.
- Budget approved on December 16<sup>th</sup>.