


# Memorandum

*City Administrator*



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To: Mayor and City Council

From: Anthony Ruggiero, MPA, City Administrator 

Re: 2018 City Budget Schedule

Date: October 5, 2017

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Discussed during the Budget Presentation on Monday, October 2, the following schedule was proposed:

- October 2, 2017
  - Submission of Budget and Budget Message to Council
- October 30 and November 13, 2017
  - Review of Budget with City Council and Department Heads
  - October 30
    - Building Department, Police Department, and Fire Department
  - November 13
    - Highway Department, Recreation Department, Water and Sewer Department
- December 4, 2017
  - Budget Public Hearing and Public Comments
  - Adoption of Budget by December 31, 2017.

Originally proposed was a Public Hearing on December 4, I however will be away, and should be present for the Public Hearing. I am proposing to schedule the Public Hearing on December 18 or a Special Meeting for the workshop night of December 11.

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