

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

NO. 2024-108

RESOLVED:


That the Town Council hereby adopts the updated Budget Calendar for submission of the 2025-2026 fiscal year budget in accordance with the financial provisions of the Town Charter and State Law. RIGL 45-2-3.2

<u>2024-2025</u>	
Monday, December 16	Budget Worksheets distributed to Department Heads
Tuesday, December 17	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 14	Town Manager Capital Improvement Plan Workshop with Staff
January 14-February 7	Department Heads prepare Capital and Operating Budgets.
Friday, February 7	Department Heads submit operating and capital budget to Town Manager and Finance Director
Friday, February 14	Town Manager submits the 5-year Capital Improvement Plan to Planning Commission
Wednesday, February 19	Planning Commission reviews and approves 5-year Capital Improvement Plan
Friday, February 21	School Department submits draft budget to the Town Manager and Finance Director
Wednesday, February 26	Finance Director submits First draft of Town Manager Budget to the Town Manager
Friday, February 28	School Department submits Final Budget with detail to the Town Manager.
Friday, March 7	Town Manager Budget is updated for any School Department Budget Changes
Monday, March 17	Town Council Budget Work Session (1) – Review of Town Municipal budget requests
Tuesday, March 18	Town Council Budget Work Session (2) Review of School Department Budget.
Tuesday, March 25	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 8	Town Council adopts a provisional budget for 2025-2026 fiscal year.
Wednesday, April 9	Budget Submitted to Town Clerk for First Advertisement to be published in the local paper
Thursday, April 10	Submission of provisional budget to RI Division of Municipal Finance

Monday, April 14	First Advertisement of April 29 Public Hearings on General Summary of Operating Budget and Capital Budget. (Town Charter 8.16 and RIGL 44-35-6).
Friday, April 18	Budget Submitted to Town Clerk for the Second Advertisement to be published in the local paper
Monday, April 21	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 29	Public Hearing 6:00 p.m. on Capital, Municipal, School Department Budgets (Town Charter 8.16). -Town of Coventry Budget.
Saturday, May 3	Public Hearing at 10:00 a.m. on Capital, Municipal, School Department Budgets (Town Charter 8.16). -Town of Coventry Budget.
Tuesday, May 6	Town Council to vote on Town of Coventry FY2025-2026 Budget. If the budget does not pass 5-2, an alternative budget needs to be made
Tuesday, May 13	Town Council to vote on alternative budget for FY 2025-2026 Budget. If it does not pass 5-2, all day referendum is needed.
Tuesday, May 20	All day referendum voting on the two budgets (if needed).

PASSED AND ADOPTED this 3rd day of December 2024.

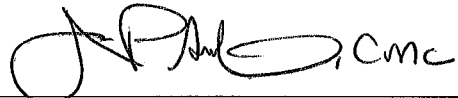
APPROVED



 Town Council President

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ATTEST



 Town Clerk