

TOWN OF AVON FY 2021/2022 BUDGET CALENDAR

(approved by Town Council on 07/30/20)

ACTIVITY	RECOMMENDED DATE	LATEST DATE PER TOWN CHARTER
Capital Budget Forms Prepared and sent to Departments	August 10, 2020	
Operating Budget Forms Prepared and sent to Departments	September 11, 2020	
Completed Capital Budget Forms returned to Town Manager	October 02, 2020	
(a) CIP Budgets presented at Town Council Meetings by Department Heads	Nov. – Dec. 2020	
Completed Operating Budget Forms returned to Town Manager	November 06, 2020	February 15, 2021
(a) Town Manager meets with Department Heads to review budget submissions.	Nov. – Dec. 2020	
(b) Town Manager makes recommended reductions.	Dec. 2020 – Jan. 2021	
Town Manager's Proposed Operating and Capital Budgets submitted to Town Council	January 22, 2021	March 01, 2021
Board of Education Budget to Town Council	February 05, 2021	February 15, 2021
(a) Town Council holds Special Budget Workshop.	February 2021	
(b) Further reductions are made by Town Manager's Office if necessary.	February 2021	
Capital Improvement Program Submitted to Planning & Zoning Commission for Sec. 8-24 Review	March 16, 2021	
Budget Work by Town Council completed and Budget submitted to Board of Finance	March 22, 2021	April 01, 2021
Public Hearing on Budget held by Board of Finance not later than three (3) weeks before May 03, 2021 Town Meeting	April 05, 2021	April 12, 2021
(a) Board of Finance holds evening Budget Workshop(s) with Town Council and Board of Education after the Public Hearing.	April 07, 2021	
Board of Finance Completes Work on Budget	April 2021	
Copy of Budget approved by the Board of Finance printed in Newspaper at least five (5) days before the Annual Town Meeting	April 28, 2021	April 28, 2021
Annual Town and Budget Meeting First Monday in May	May 03, 2021	May 03, 2021
First Referendum	May 12, 2021	May 14, 2021
Second Referendum (if necessary)	June 02, 2021	June 04, 2021
Third Referendum (if necessary)	June 23, 2021	June 25, 2021