



**CITY OF LAKE ELMO
2024 Proposed Budget Calendar**

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| 05/15/23 | Proposed Parks CIP to Parks Commission |
| 05/18/23 | Draft CIP Package Distributed to Departments |
| 06/15/23 | Proposed CIP listings to Administrator and Finance Director |
| 07/10/23 | Revenue and expense budget detail to Dept heads (actuals through June) for use to project balance of 2023 and 2024 budget |
| 07/24/23 | Detailed 2023/2024 budget worksheets due back to Finance |
| 7/31 - 8/4/23 | Budget review with Dept. Heads, Administrator & Finance Department |
| 08/14/23 | Departmental changes completed by Finance |
| 08/15/23 | Proposed Budget to Dept. Supervisors for Final Comments |
| 08/29/23 | Council Workshop – Proposed Budget |
| 09/19/23 | Proposed Budget to City Council For Adoption by Resolution & Property Tax Levy |
| 09/29/23 | Proposed Budget (adopted by Resolution) & Proposed Property Tax Levy Certified to the County. Certify Hearing(s) Dates. |
| Oct/Nov | Planning Commission - Public Hearing on CIP |
| 11/14/23 | Council Workshop – Proposed Budget (optional) |
| 12/05/23 | Final Budget & Levy Determination Public Hearing 7:00 pm City Hall |
| 12/19/23 | Final Budget & Levy Determination (if necessary) 7:00 pm City Hall |
| 12/28/23 | Final Levy certified to the County & Adopt Final Budget |

CRITICAL DATES