

To: President and Members of the Munster Town Council

From: Patricia Abbott
Controller

Date: June 2, 2025

Re: 2026 Budget Calendar

The annual budget adoption process has a series of statutory deadlines which must be met in order to receive a budget for 2026. The 2026 Budget Preparation Schedule has been prepared for consideration. The local schedule was developed based on statutory deadlines. It calls for Town Council adoption on next year's budget on October 6, 2025, with the required public hearing on September 15, 2025. These are both critical pieces in the budget process and both are regular meeting dates.

Council is asked to review the schedule and to notify the Clerk-Treasurer of any scheduling conflicts by June 30, 2025. The dates may be changed but must fall within the statutory requirements and cannot go beyond any of the statutory deadline dates.

RECOMMENDED ACTION:

No formal action is required.