To: President and Members of the Munster Town Council

From: Wendy Mis, Clerk-Treasurer WMis

Date: June 1, 2020

Re: 2021 Budget Calendar

Attached is the proposed 2021 Budget Schedule for consideration and possible adoption. The local schedule was developed based on statutory deadlines. It calls for Town Council adoption on next year's budget on October 5, 2020 with the required public hearing on September 21, 2020. These are both critical pieces in the budget process and both are regular meeting dates.

The dates may be changed but must fall within the statutory requirements and cannot go beyond any of the statutory deadline dates.

Recommended action:

By motion and roll-call vote, approve the 2021 Budget Schedule as presented.

2021 Budget Preparation Schedule

Landmark Event	Criterion	Statutory Deadline	Local Schedule
TIF Annual Report	Report to fiscal body Enter in Gateway	Apr. 15 Apr. 15	Mar. 2 Apr. 2
TIF Surplus Report to County Auditor (TM)		Jun. 15	
Department submittal of expenditure and revenue estimates to Clerk-Treasurer			Jul. 10
Budget Workshop with DLGF	Set by DLGF		
Notice to taxpayers in Gateway (CT)	At least 10 days prior to public hearing	Oct. 12	Sep. 4
Economic Development Report thru Gateway		Sep. 30	Sep. 15
Last day to file excessive levy appeal		Oct. 19	Oct. 5
Town Council pre-adoption public hearing	At least 10 days prior to final adoption	Oct. 22	Sep. 21
Objecting petitions filed with County	Within 7 days after the public hearing	Oct. 29	Sep. 28
Modify local income tax rates		Oct. 31	NA
Town Council final adoption of FY 2020 budget		Nov. 2	Oct. 5

Presented at 06/01/2020 Regular Council Meeting