

Adopted Dec. 8, 2022

Town of Sylva Proposed 2023-2024 Budget Schedule

January 26, 2023

10:00 a.m. (after mtg.)

Budget Planning Worksession

- Meeting with Town Staff and Town Council to determine the needs, priorities, and goals.

March 3, 2023

Department Budget Requests Due

- Department Heads must have Budget Request submitted to Town Manager.

March 23, 2023

10:00 a.m. (after mtg.)

Budget Planning Worksession

- Town Staff and Council meet to prioritize needs and objectives.
- Discussion of nonbudget priorities

March 30, 2023

Grant Spending Deadline

- Department heads notify Finance Officer of any grant funds that will not be encumbered by June 30th.

April 18, 2023

Balanced Draft Budget Sent to Council

April 27, 2023

9:00 a.m. (after mtg.)

Council Worksession

- Town Council, Town Manager, Finance Officer, Department Heads

May 11, 2023

Formal Submission of the Budget to Council

May 11, 2023 (tentative)

3:00 p.m. (before mtg.)

Council Worksession

- Town Council, Town Manager, Finance Officer, Department Heads

May 11 and 18, 2023

Advertising of the Public Hearing

- *Sylva Herald and Ruralite*

May 15, 2023

Year-End Spending Deadline

May 25, 2023 (irregular mtg. time)

5:30 p.m.

Public Hearing

- Citizen Input

June 8, 2023

5:30 p.m.

Council Meeting

- Budget Approved by Sylva Town Council