

**TOWN OF COVENTRY
RESOLUTION
OF THE
TOWN COUNCIL**

NO. _____

RESOLVED:

That the Town Council hereby adopts the Budget Calendar for submission of the 2018/2019 fiscal year budget in accordance with the financial provisions of the Town Charter, Town Code of Ordinances, and State Law.

2017

Monday December 18 Work Session between School Committee and Town Council for presentation of School Department's Three-Year Budget Forecast and to discuss issues affecting the preparation of the school budget (Town Code of Ordinances 189-1).

2018

Monday, January 8 Start of Municipal budget process with distribution of forms for both Capital and Operating Budgets. Monday, February 5th Capital Budget and Operating Budget requests for all departments submitted to the Town Manager and Director of Planning and Development (Town Charter 8.11).

February/March Town Manager reviews budget requests with departments.

Wednesday, February 14 School Department Summary Budget to be submitted to Town Manager.

Wednesday, February 28 School Department Detail Budget to be submitted to Town Manager.

Monday, March 19 Town Manager submits Capital Improvement Program, 5-year Capital Improvement Program, Annual Capital Budget, with recommendations to the Town Council (Town Charter 8.13). Town Council Work Session to discuss budget with Town Manager and Director of Planning and Development. Town Manager presents Budget Message and recommended Operating Budget to Town Council. Town Manager presents Sewer Program budget. Town Council Work Session with Town Manager and Department Heads to review all Proposed Municipal Budgets (additional meeting may be scheduled).

Monday, March 26 Town Council Work Session with School Committee to review School Department requests.

Tuesday, March 27 Advertisement of Thursday April 26th Public Hearings on Capital Budget, Municipal Budget and School Department Budget (Town

Charter 8.16 and RIGL 44-35-6).

Monday, April 2	Town Council Work Session on all budgets.
Thursday, April 26	Public Hearings on Capital Budget, Municipal Budget (Town Charter 8.16), School Department Budget (Town Charter 8.16) and Sewer Program budget.
Monday, May 7	Town Council Meeting to amend and adopt Capital Budget, Municipal Budget, and School Department Budget for 2018-2019 fiscal year that will be sent to the FTM. Town Council adopts final Sewer Program budget.
May/June	Advertise FTM in Kent County Times and The Reminder.
Friday, June 1	Advertisement of Budget Summary and Property Tax Disclosure Statement (RIGL 44-35-6 & 44-35-7).
Tuesday, June 12	Financial Town Meeting [Second Tuesday in June per Town Charter 8.18.(a)].

PASSED AND ADOPTED this 11th day of December, 2017.

APPROVED

Town Council President
Glenford Shibley

ATTEST

Town Clerk