

City of Norwalk, Connecticut FYE 2023-24 OPERATING BUDGET CALENDAR

All Board of Estimate and Taxation meetings begin at 6:30 p.m.

Date	City Hall Room	Description
Friday, October 28, 2022		Finance Department distributes proforma Operating budget packages to departments and agencies.
Monday, October 31, 2022 to Friday, November 18, 2022		All city departments and grant agencies prepare and file their Operating budget requests, including goals and objectives, with the Office of Management and Budgets. City departments enter line items requests online.
Monday, December 5, 2022 to Wednesday, December 21, 2022	ZOOM	Finance Department staff meets with each city department and city grant agencies on a staggered weekly schedule to review requests.
Thursday, December 22, 2022		Board of Education files its Operating budget request with the Chief Financial Officer.
Wednesday, January 11, 2023	ZOOM	Board of Education reviews Operating budget with Finance Department.
Thursday, January 12, 2023	HYBRID	Common Council Finance and Claims Committee and BOE Finance Committee Joint meeting.
Thursday, February 9, 2023		Chief Financial Officer prepares and submits the Recommended Operating Budget and tax levy in addition to the department requests to the Common Council Finance and Claims Committee.
Monday, February 13, 2023		Chief Financial Officer prepares and submits the Recommended Operating Budget and tax levy in addition to the department requests to the Board of Estimate and Taxation.
Tuesday, February 14, 2023		Chief Financial Officer prepares and submits the Recommended Operating Budget and tax levy in addition to the department requests to the Common Council.
Friday, February 17, 2023		Publish recommended budget, tax levy and Notice of Annual Meeting of the Board of Estimate and Taxation in local newspaper.
Thursday, February 23, 2023	HYBRID	Common Council Finance and Claims Committee holds Public Hearing beginning at 6:30 pm. Special meeting to be held immediately following the Public Hearing and forwards the Recommended Operating Budget to the Common Council.
Tuesday, February 28, 2023	ZOOM	Common Council establishes Operating Budget Cap at regular Common Council meeting
Tuesday, March 7, 2023		Common Council establishes Operating Budget Cap (final day on or before) at special Common Council meeting if necessary
Wednesday, March 8, 2023 to Tuesday, March 21, 2023	ZOOM	Board of Estimate and Taxation conducts meetings to hear from City agencies and other interested parties concerning Operating Budget alterations and formulates tentative Operating Budget.
Wednesday, March 22, 2023	ZOOM	Board of Estimate and Taxation holds Public Hearing on the Tentative Operating Budget.
Monday, March 27, 2023		Board of Estimate and Taxation completes its review of the Operating Budget and forwards its Tentative Operating Budget to Common Council.
Tuesday, April 11, 2023	HYBRID	Common Council's Regular Meeting sets final cap, but not later than 4/18/2023.
Wednesday, April 19, 2023		Publish the tentative Operating Budget and tax levy.
Monday, May 1, 2023	ZOOM	Board of Estimate and Taxation sets Final Operating Budget and tax levy.