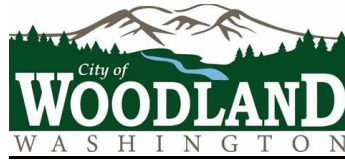


**City of Woodland**  
**2023 Budget Timeline**

2022	City Timeline	State law time limitations	
July/August			City Administrator set 2023 Budget Prep calendar
July/August	8/2/2022		Mayor - Request to Dept. Heads. Mayor requests baseline budget and any requests for new items including capital purchases, new expenditures and proposed new staffing. Include funding sources to pay for capital purchases.
June – Sept			CA/CT begins the preparation for the budget. A review of salary, salary allocations, benefits, expenditures, and general revenue forecasts is conducted.
August	7/18/2022	On or before the second Monday in September 14 <sup>th</sup>	<b>CA/CT issues “Call for 2022 Budget” to Dept. Heads and Agency requests; Due Friday, September 23, 2022</b>
September	9/23/2022	By Fourth Monday in September 28	2023 Department Budget estimates & Agency Requests DUE to Mayor, City Administrator/Clerk-Treasurer The overall budget proposal, including new requests and capital projects, is presented to the Clerk-Treasurer & Mayor for modifications, revisions or additions.
October	10/2/2022	On or before the first business day in the third month prior (October) to the beginning of the fiscal year	CA/CT 2023 Estimated PRELIM Budget with Mayor with any detailed changes approved or requested by the Mayor.
October	By 10/3/2022	No later than the first Monday in October.  At least 60 days before the ensuing fiscal year (11/01).	CC regular meeting <ul style="list-style-type: none"> <li>➤ Mayor provides council with current information on estimates of revenues (2022) from all sources as adopted in the budget for the current year.</li> <li>➤ Mayor provides council with the proposed 2023 preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed (2023 Revenue &amp; Expenditures.)</li> <li>➤ Mayor prepares preliminary budget and budget message and files with the city legislative body and CA/CT.</li> </ul>
October	10/10/2022		CC-Special Workshop/ 2023 Budget
October	10/24/2022		CC-Special Workshop / 2023 Budget
October	10/14 to paper	10/19/2022 and 10/26/2022 (Published)	CA/CT publishes notice of public hearing for property tax levy 11/7/2022



**City of Woodland**  
**2023 Budget Timeline**

October	10/21 to paper	10/26/2022 and 11/2/2022 (Published)	CA/CT publishes notice that preliminary budget has been filed and publishes notice of public hearing on final budget once a week for two consecutive weeks.
Nov	11/7/2022	Public Hearing held before legislative body votes on property tax levy	CC regular meeting and 2023 Property Tax Levy Public Hearing Public Hearing and Ordinance on Property Tax Levy (First Reading)
Nov	11/14/2022		CC Special meeting/2023 Budget ➤ Council comments and requests for additions and/or changes to 2023 Budget
Nov	11/18/2022	No later than six weeks before January 1 <sup>st</sup> ; = 11/20/2022	Prelim Budget made available to the Public
Nov	11/7-18/2022	Nov 1-21 Public Hearings-preliminary	CA/CT makes changes to Prelim Budget for council review and First Reading at 11/21/2022 meeting OR >>set Special Meeting for 11/28/2022 OR >>at 12/5/2022 CC meeting
Nov	11/14/2022	*By 11/28/2022 **12/5/2022 **On or before first Monday of December, and may be continued from day-to-day but no later than the 25th day prior to next fiscal year	CC regular meeting & 2023 Budget Public Hearing *2023 Property Tax Levy Ord (Final Reading); and **Public Hearing on 2023 Final Budget /Ordinance (First Reading)
Nov	11/28/2022		CC Special meeting/Workshop (4 <sup>th</sup> Monday) 2023 Budget Workshop <b><i>*If needed</i></b>
Dec	12/5/2022	Adopt by 12/31/2022	CC regular meeting: Adopt Ordinance for 2023 Budget (Final Reading)
Dec	12/13/2022		<b><i>CC-Special 2023 Budget workshop**if needed</i></b>
Dec	12/19/2022		CC regular meeting
Dec	12/16 or 12/23 to paper	12/21/2022(Published) or 12/28/2022	Send Ordinance on 2023 Budget to legal newspaper of record (The Reflector); copy to State Auditor, AWC and MRSC