

## Timeline for 2021 Budget Process

2020 Date	Step in the Budget Process
<b>On or Before May 1</b>	Mayor Prepares a Budget Calendar and Outlines Procedures for Budget Preparation
<b>May through June</b>	City Council May Request Agencies to Specify Funds, Character, and Object of Expenditures
<b>On or Before July 1</b>	All City Agencies and Other Spending Entities Must Submit Budgets to City Council.  Ordinance Changes establishing taxes, fees, and other revenue streams may be proposed at this time.
<b>On or Before September 15</b>	Mayor briefs City Council on proposed budget and major program changes related to the budget.
<b>September 16<sup>th</sup> – 25<sup>th</sup></b>	City Council holds budget hearings ( <i>See below for detailed schedule</i> ).
<b>On or Before October 6<sup>th</sup></b>	Send letter to the Mayor with recommendations to city budget.
<b>On or Before October 19</b>	Mayor submits proposed budget. Submission should include: <ul style="list-style-type: none"> <li>• General statement describing important features of the budget</li> <li>• Comparison of FY20 and FY21 Budgets, specifically expenditures, revenues and opening and closing balances</li> <li>• Other provisions set forth in §7.1.3 of Den. Charter</li> </ul>
<b>On or Before October 26</b>	City Council holds a public hearing on the budget
<b>From the conclusion of Monday, 10/26 public hearing until adjournment of City Council meeting on Monday 11/2</b>	City Council may amend the budget by motion  *7 Votes Are Required to Amend*
<b>On or Before Noon on Friday, November 6</b>	Mayor submits a list detailing which amendments the Mayor accepts or rejects
<b>On or Before Adjournment of City Council meeting on Monday, November 9</b>	Council can override any rejected amendment *9 Votes Are Required to Override* Council votes on motion to accept or reject budget.
<b>November 9</b>	If City Council fails to adopt a budget by this date, the proposed budget – as amended by Council - becomes the official budget.