

City of Torrington Budget Timeline for Fiscal Year 2022-2023

- **February 15, 2022** Distribute budget worksheets to Department Heads.
- **March 16, 2022** Budget worksheets, vehicle/equipment requests, and capital improvement project requests due to Clerk/Treasurer.
- **March - April, 2022** Individual Meetings with Department Heads, Supervisors, Mayor and Clerk/Treasurer to review budget requests.
- **January - May, 2022** Wage and Benefit Committee meet to discuss annual wage increases, employee wage adjustments, and new employee requests.
- **March 30, 2022** 10:00 AM -Budget Staff Meeting to review capital projects and equipment priorities.
- **April 7, 2022** **Budget Work Session** with Staff, Mayor and Council.
3:00 PM - to discuss Capital Projects and equipment requests and review 5- year capital plan. Identify budget priorities.
- **April 12, 2022** 10:00 AM -Budget Staff Meeting to review draft budget.
- **April 22, 2022** Deliver draft budget to Mayor, Council and Staff.
- **April 28, 2022** **Budget Work Session** with Staff, Mayor, and Council.
3:00 PM – Administration (Mayor, Council, Clerk/Treasurer, Court, Engineering) Parks, Golf, Swimming Pool, Facility Maintenance, Lincoln Comm. Complex, Vehicle Maint., Museum, Industrial Park, Airport, Cemetery and Community Projects.
- **May 5, 2022** **Budget Work Session** with Staff, Mayor, and Council.
3:00 PM – Water (all departments), Sewer, Storm Drains, Police Dept., Fire Dept., Ambulance, Streets & Sanitation, Electric (all departments).
- **May 12, 2022** **Open for Budget Work Session** – Leave date open for possible meeting.
- **May 17, 2022** **Regular Council Meeting** - First reading of FY2023 Budget Ordinance.
- **May 26, 2022** **Budget Work Session** with Staff, Mayor, and Council.
3:00 PM – Wage and Insurance Committee Proposals, IT Committee Proposals, and Miscellaneous Budget Items.
- **May 27 – 31, 2022** **Open for Budget Work Session** – May have work session if needed.
- **May 31, 2022** Deadline for additions or changes to budget.

Budget Timeline

- **June 7, 2022** **Regular Council Meeting** - Second reading of FY2023 Budget Ordinance.
- **June 10, 2022** Publish public hearing for FY2023 Budget.
- **June 21, 2022** **Regular Council Meeting** - Hold public hearing for FY2023 Budget.
- **June 21, 2022** **Regular Council Meeting** - Adopt budget on third and final reading.
- **August 5, 2022** Final Budget Published on Web-Site and Distributed to County, State Agencies and Department Heads.