

Petersburg Borough
Preliminary FY 2019 Budget Calendar

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| December 4, 2017 | Assembly to review Budget Policies, Budget Calendar and Community Service Grant Questionnaire |
| December 8, 2017 | Budget Templates emailed out to department heads |
| December 8, 2017 – March 16, 2018 | Department Heads Preparing Budgets |
| March 16, 2018 | Budget Requests from Department Heads and Community Organizations Due to Borough Manager– Including any Capital Project Budgets |
| March 16th – March 31 st , 2018 | Borough Manager and Finance Director meet with Department Heads to discuss budget requests. Finance and Borough Manager develop a proposed budget document for submittal to Assembly. |
| April 2018 | Budget Work Sessions |
| May 1, 2018 | Assembly Meeting - 1st Reading of Budget Ordinance |
| May 15, 2018 | Assembly Meeting – 2 nd Reading of Budget Ordinance |
| June 5 th , 2018 | Assembly Meeting – 3 rd Reading of Budget Ordinance |

Budget must be approved by June 15th