

TOWN OF GEORGETOWN
P.O. Box 426
Georgetown, CO 80444-0426
(303) 569-2555 x3

To: Bob Smith, Police Judge/Ex-Officio Mayor Memo #2005-039
Board of Selectmen
Promotions Commission
Parks and Recreation Commission
Town Staff

From: Chuck Stearns, Town Administrator

Re: Revised Budget Schedule

Date: August 11, 2005

The Board of Selectmen revised the dates that they want to meet in work session on the budget. Please mark the important dates on your calendars.

- August 31 - Last day for Department Heads & Commissions to turn in budget requests.
- Sept. 7-16 - Chuck and Mary meet with Department Heads & Commission Chairs as needed regarding their budgets (Dates and Times to be determined)
- September 13 - Board confirms a schedule for budget work sessions.
- October 7 - Distribute preliminary budget with BOS meeting packets
- October 18 - First work session on budget (7-9 p.m.)
- November 1 - Second work session on budget (7-9 p.m.)
- November 15 - Third work session on budget if needed?
- November 22 - Public Hearing on Budget
- December 13 - Adoption of Budget Resolution and Mill Levy Resolution
- December 15 - Deadline to certify property tax mill levy to Clear Creek County.

Please see me if this schedule presents any problems.