Overview of 2026 Budget Timeline

Key Dates for 2026 Budget Development

	Capital	Operating
Kick-Off Meeting	Tuesday, March 18 11:00am	Monday, June 16 2:00pm
Agency Requests Due	Friday, April 18	Friday, July 18
Agency Briefings with Mayor's Office	May 14 & 16	August 13 – 21
Executive Budget introduced to Common Council (CC)	Tuesday, September 2	Tuesday, October 7
Finance Committee (FC) Briefings	September 8 – 9	October 13 – 14
FC Amendment Meeting	September 29	October 27
CC Amendment Week	October 27 – November 5	
CC Budget Adoption Meetings	November 11 – 13	

Simplified Calendar View

Highlight = Dates not on public calendar on prior slide

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Capital	• 3/18: Capital Kick Off	• 4/18: Agency Cap Requests Due	• 5/14 & 16: Agency Briefings	• 6/30: Change requests form	• 7/9: Change requests due	• Develop Budget	• CC Intro (9/2) and FC Mtgs (9/8, 9/9, 9/29)		• Common Council Meetings (11/11-13)
Operating	• 3/31: Send cost to continue to agencies	• 4/14-4/25: Agency C2C meetings		• 6/16: Operating Kick Off	• 7/18: Agency Op Requests Due	• 8/13-21: Agency Briefings	• Develop budget	• CC Intro (10/7) and FC Mtgs (10/13, 10/14, 10/27)	
Projections				• Mid Year Projections & Agency Meetings	• Mid Year Resolution (Intro 7/15; adopt 8/5)			• Year End Projections & Agency Meetings	• Year End Resolution (Intro 11/25, adopt 12/9)

How will the process compare to last year?

	What's staying the same	What's new/ different
Calendar	• **Deadlines:** key dates fall in the same week as last year • **Change Request Form:** Due July 9	
Proposal Components	• **Short Form:** Simplified form for projects currently in CIP • **Long Form:** Additional information for new proposals • **Horizon List Request:** Separate request form	• **Short Form:** Allowable for *all* existing projects, even if proposing changes • **Transmittal Memo:** Agencies with federal funding will have to include a risk assessment for funding and alternate priority list/ contingency plans
Request Submittal and Briefings	• **Submittal Process:** Excel proposal forms and supplemental materials saved in Common Drive folder • **Mayoral Briefings:** Q&A discussion with **no** presentations or slides required	