

**Town of Cape Elizabeth
Budget Review Schedule for FY 2021 Draft**

| | FY 2020 | FY 2021 | |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------|---------------|
| Budget Submittal Dates | | | |
| Draft Municipal department budgets due to town manager | Friday, February 15, 2019 | Friday, February 14, 2020 | Not a meeting |
| Manager's recommended Municipal budget delivered to Town Council | Friday, March 8, 2019 | Friday, March 6, 2020 | Not a meeting |
| School Board recommended budget delivered to Town Council | Wednesday, April 17, 2019 | Wednesday, April 15, 2020 | Not a meeting |
| <i>Per charter due to town manager at least 75 days before beginning of the budget year.</i> | | Friday, April 17, 2020 | |
| Meetings During Budget Review Period | | | |
| Regular March Town Council Meeting | Monday, March 11, 2019 | Monday, March 9, 2020 | 7:00 p.m. |
| Finance Committee Review of Accounts 100, 200, 400, 500, 600-635, 710 | Wednesday, March 20, 2019 | Wednesday, March 18, 2020 | 7:00 p.m. |
| Finance Committee Review of Municipal 300 and 640-670 and Special Funds | Thursday, March 21, 2019 | Thursday, March 19, 2020 | 7:00 p.m. |
| Regular Town Council Meeting Including Opportunity for Budget Public Comments | Monday, April 8, 2019 | Monday, April 13, 2020 | 7:00 p.m. |
| School Vacation Week | | <i>April 17 - April 24</i> | |
| Finance Committee School Budget Presentation from School Board 7:00 p.m. | Wednesday, April 24, 2019 | Monday, April 27, 2020 | 7:00 p.m. |
| Finance Committee Wrapup (if needed) | Thursday, April 25, 2019 | Tuesday, April 28, 2020 | 7:00 p.m. |
| Special Town Council Meeting - Budget Public Hearing | Monday, May 6, 2019 | Monday, May 4, 2020 | 7:00 p.m. |
| Regular Town Council Meeting and Vote on the 2021 Budget | Monday, May 13, 2019 | Monday, May 11, 2020 | 7:00 p.m. |
| School Budget Validation Vote | | | |
| Citizen Vote on Town Council Adopted School Budget | | Tuesday, June 9, 2020 | |
| <i>Results of Caucus held 11/14/2019</i> | | | |
| Notes for FY 2021 budget schedule. | | | |
| Combine the accounts overseen by Kathy Raftice to the same evening. | | | |
| List all capital funds to be reviewed for both evenings. | | | |
| Ask department heads to categorize requests; Need/Want/Mandate. What are the consequences is something is not funded? | | | |