

CITY OF AMERICUS, GEORGIA
2021 TENTATIVE BUDGET SCHEDULE

2020

- Aug 5** Budget discussions with Department Heads
- Aug 5-Aug 7** Distribution of capital improvement project request forms & Position Summary forms. (The Finance Dept. will distribute to all department heads project request forms and their accompanying instruction sheet.)
- Aug 4** Department Heads begin entering departmental request into CSI for 2021 Operating Budget to include capital request and updating the appropriate departmental notes.
- Aug 14** Deadline for entering departmental request into CSI for 2021 Budget.
- Aug 24-Sept 4** Review Sessions. The City Manager will meet with the department heads and/or staff during this time to review the departmental operating and capital budget request.
- Aug 28** Advertisement in the legal gazette concerning Millage Rate Public Hearings. (Finance Director will prepare this notice.)
- Aug 28** Five-year history & Public Notice
- Sept 17** Public Hearing on proposed millage rate. (Agenda Setting 6:00 pm)
- Sept 24** Second and final public hearing on proposed millage rate. (Adoption of the millage rate Council Meeting 6:00 pm)
- Oct 2** Operating Budget & Capital Improvement Request submitted to Council . (The Operating Budget & Capital Improvement Request will be mailed/delivered to each member of Council for his review prior to the 1st budget meeting.)
- Council Review & input of Budget (Budget Meeting 5:00 pm)**
- Nov 18** Advertisement in the legal gazette concerning 2021 Operating Budget, Capital Improvement Program, and Capital Budget Public Hearings. (Finance Director will prepare this notice.)
- Dec 10** Public Hearing and first reading on the proposed Operating Budget, Capital Improvement Program & Capital Budget for 2021. (At 10:00 am & 6:00 pm Agenda Setting)

Dec 17 City Council budget approval.
The second reading & final reading of proposed Operating Budget, Capital Improvement Program & Capital Budget for 2021. (December City Council meeting at 6:00 pm)

February 26 2021 Publication of the 2021 Operating Budget, Capital Improvements Program, and Capital Budget. (The approved five (5) year Capital Improvement Program and Budget will be printed for general disbursement.)

DRAFT