

Town of Webster 2025 Budget Schedule

- ◆ *The Director of Finance Sends Instructions and Reports* 5/2/24
- ◆ *Department Deadline to Submit Budgets to the Director of Finance* 6/7/24
- ◆ *Budget Meetings - Dept. Head, Supervisor, Liaison & Finance* 6/18/24 - 7/8/24
- ◆ *Round 2 Budget Meetings as Needed* 7/11/24 – 7/22/24
- ◆ *Televised Budget Workshop # 1 – 4:30PM (Before the TB Meeting)* 8/1/24 **
- ◆ *Televised Budget Workshop #2 – 4:30PM* 8/8/24 **
- ◆ *Town Supervisor files the Tentative Budget with the Town Clerk* 8/30/24
- ◆ *Tentative Budget is Approved by the Town Board as Presented by the Town Clerk (This makes it the Preliminary Budget)* 9/5/24
- ◆ *Town Supervisor's Preliminary Budget Filed with the Town Clerk* 9/10/24
- ◆ *Budget is Prepared and Camera Ready for Publication* 9/16/24
- ◆ *Town Board Passes a Resolution to set the Public Hearing Date* 9/19/24
- ◆ *Budget is Published and Mailed to all Town Households* 9/30/24
- ◆ *Public Hearing on the 2024 Preliminary Budget at 7:30PM* 10/17/24 ***
- ◆ *Adoption of 2024 Final Budget – Town Board Meeting 7:30PM* 10/17/24
- ◆ *Legal Deadline for Final Budget Adoption by the Board* 12/12/24

Televised Budget Workshops

The Department Heads will review their budget estimates with the Town Board to answer questions, state reasons for changes and to explain significant purchases. The workshops are televised, recorded and made available on the Town's website.

Thursday August 1st, 2024 **		Thursday August 8th, 2024 **	
Department	Time	Department	Time
Assessing	4:30 – 4:45	Town Clerk	4:30 – 4:45
Finance Department	4:45 – 5:00	Information Technology	4:45 – 5:00
Human Resources	5:00 – 5:15	WWTP – Sewer Dept.	5:00 – 5:20
Police Department	5:15 – 5:30	Webster Public Library	5:20 – 5:35
Parks & Recreation	5:30 – 5:50	PW – Community Dev.	5:35 – 5:50
Justice Court	5:50 – 6:00	PW - Engineering	5:50 – 6:05
Communications Dept	6:00 – 6:10	Highway Department	6:05 – 6:25

***** Department Head scheduled needs to attend***