

**Watertown City Council**

July 12, 2022

**Agenda Item:** 2023 Budget Schedule and 2022 YTD Financial Reports**Request for Action:** Accept 2023 Budget Schedule and 2022 Financial Reports**Employee/Dept.:** Jake Foster, City Administrator**Background:**

As we have reached the midpoint of 2022, it is time to start working on 2023 budgets. Attached is a tentative 2023 budget schedule staff would like Council to review. This schedule is still subject to change. As part of this schedule, staff would like to discuss goals, objectives, and priorities for the 2023 budget at the July 26<sup>th</sup> work session. This will give staff more direction when updating budgets to later be presented to Council, and hopefully help to streamline the budgeting process.

After the 2023 budget schedule discussion, Administrative Services Director will be providing an overview on the 2022 year-to-date financials. May and June bank reconciliations are still being finalized with Abdo. These bank recs will need to be completed prior to running 2022 financial reports with data that includes May and Jun. The quarterly financial reports for 2022 will be sent to the City Council once they are completed, and will be presented at the City Council meeting as part of this agenda item.

**Budget Impact:**

None

**Funding Source:**

N/A

**Recommendation:**

N/A

**Requested Action/Motion:**

N/A

**Attachments:**

2023 Budget Schedule



**2023 BUDGET SCHEDULE**  
 (TENTATIVE AND SUBJECT TO CHANGE)

Week of July 11 <sup>th</sup>	Budget worksheets distributed to staff.
<b>Tuesday, July 12<sup>th</sup></b>	<b>City Council Meeting</b> - 2022 budget check-in and review of 2023 budget schedule.
<b>Tuesday, July 26<sup>th</sup></b>	<b>City Council Work Session #1</b> – Discussion on 2023 budget goals, objectives, and priorities
Week of August 1 <sup>st</sup>	Budget worksheets dues and staff to meet with City Administrator to review draft of 2023 General Fund Budget.
<b>Tuesday, August 9<sup>th</sup></b>	<b>City Council Work Session #2</b> – Review and discuss draft versions of 2023 CIP and General Fund Budget.
<b>Tuesday, August 23<sup>rd</sup></b>	<b>City Council Work Session #3</b> – 2023 General Fund Budget Discussion.
Week of August 29 <sup>th</sup>	Staff to meet with City Administrator to review draft Enterprise Fund Budgets.
<b>Tuesday, September 13<sup>th</sup></b>	<b>City Council Work Session #4</b> – 2023 General Fund Budget discussion.
<b>Tuesday, September 27<sup>th</sup></b>	<b>City Council Meeting</b> – Adopt 2023 Preliminary Levy
<b>Tuesday, October 11<sup>th</sup></b>	<b>City Council Work Session #5</b> – Enterprise Fund Budgets discussion
<b>Tuesday, October 25<sup>th</sup></b>	<b>City Council Work Session #6</b> – General Fund and Enterprise Funds Wrap-up
<b>Tuesday, December 13<sup>th</sup></b>	<b>Hold 2022 Truth in taxation hearing</b>
<b>Tuesday, December 13<sup>th</sup> (or December 20<sup>th</sup>)</b>	<b>Adopt 2023 Budgets and Certify Tax Levy</b>