



## 2021 Budget Schedule

**Date Presented:** September 2, 2020  
**Prepared By:** Amy Heinrich

### Overview:

- No action is necessary; information provided for your review and feedback.
- Unless specifically noted, the meeting dates shown are regular meetings of the Board of Supervisors.
- This schedule and dates for specific topics are subject to change as needed. Updates will be made available at each BOS meeting and on our website.
- Township committees & outside parties/partners need to make a formal request for contributions/ financial support via a standard template by September 23rd directed to amy.heinrich@kennett.pa.us. We will email the template to all current contacts and post it on our website. Those requesting substantial amounts will likely be requested to present at one of the meetings shown below.

### Proposed Budget Schedule:

September 2, 2020	Introduce budget schedule & process
September 16	Proposed Preliminary General fund revenue budget Proposed expense budgets (1 of 3) <i>(likely Admin, Finance &amp; HR, Employee Benefits, Insurance, IT)</i>
October 7	Proposed expense budgets (2 of 3) <i>(likely Planning &amp; Zoning, Police, Public Works &amp; Garage, Twp Building)</i>
October 21	Proposed expense budgets (3 of 3) <i>(likely Community &amp; Economic Development, Contributions, Fire/Amb)</i>
<i>October 28 Tentative Special Meeting</i>	<i>If deemed necessary, there will be a special meeting of the Board of Supervisors.</i>
November 4	Sewer Fund; Open Space Fund; Revisit General Fund if needed
<i>November 11 Tentative Special Meeting</i>	<i>If deemed necessary, there will be a special meeting of the Board of Supervisors.</i>
November 18	Recap of Entire Proposed Budget - all funds & departments Authorization to advertise for required 20-day public review
December 2	<i>(No budget discussion. Still under 20-day review period)</i>
December 16	Approval of final budget