

## Warrington Township

### 2024 Proposed Budget Timeline

Mon, Jun 26, 2023		Budget package and instructions sent to all Departments Heads. Proposed budgets to be submitted to Finance by 07/28/2023. Capital Project Request Form & prior year Capital Improvement Plan (CIP) sent to Board of Supervisors (BOS).
Fri, Jul 28, 2023	Tue, Sep 5, 2023	Finance Director compiles Department Budgets and Other Funds and prepares preliminary projections for year-end 2023 & 2024 Proposed Budget.
Thu, Aug 3, 2023		Review 5 year Capital Improvement Plan with Planning Commission
Thu, Aug 24, 2023		Review Parks and Recreation Budget With Parks and Recreation Board
Fri, Sep 8, 2023	Fri, Sep 15, 2023	Township Manager, Finance Director, and Assistant Township Manager meet with Department Heads to review department budgets, equipment needs, and capital projects.
Mon, Sep 18, 2023	Fri, Sep 22, 2023	Meetings between BOS liaisons, Department Heads, Township Manager, Finance Director, and Assistant Township Manager.
Tue, Sep 26, 2023		Budget Work Session I Departmental personnel requests. Share Five-Year (2024 - 2028) outlook for General Fund Revenue, Expenditures, & Fund Balance, along with the draft copy of 2024 operating Budget.
Tue, Oct 10, 2023		Budget Work Session II Share Draft Copy of Five-Year CIP (2024 - 2028) & Request feedback from the BOS.
Wed, Oct 11, 2023	Mon, Oct 23, 2023	Incorporate BOS feedback into 2024 Proposed Operating Budget & Five-Year CIP (2024 - 2028). Revise 2023 projections as necessary & prepare and complete 2024 Proposed Budget PowerPoint Presentation.
Tue, Oct 24, 2023		Budget Work Session III Present 2024 Proposed Operating Budget & 2024-2028 CIP to BOS.
Wed, Oct 25, 2023	Mon, Nov 13, 2023	Incorporate the BOS feedback and make final adjustments to the 2024 Proposed Operating Budget & 2024-2028 CIP
Tue, Nov 14, 2023		Present 2024 Proposed Operating Budget and Five-Year (2024 - 2028) CIP.
Tue, Nov 28, 2023		The BOS considers and votes on the proposed budget.
Tue, Dec 12, 2023		If the budget is not adopted on Tue, Nov 28, 2023, the BOS consider and vote on the proposed budget on Tue, Dec 12, 2023

**Budget Year Starts:**     **Mon, Jan 1, 2024**     **It's Leap Year: check # of payroll**