

**City of Norwalk
FYE 2023 Capital Budget Calendar
As of 1/3/2023 1:40 pm**

All budget meetings will be conducted virtually on ZOOM video conferencing

Date	Description
Monday, October 18, 2021	Finance Department distributes budget packages to departments and agencies.
Friday, December 17, 2021	Departments file Capital Budget requests with the Finance and Management & Budget Office
Wednesday, December 22, 2021	Board of Education files its budget request with the Chief Financial Officer.
Thursday, December 23, 2021	Board of Education reviews its Operating and Capital budget requests with the Chief Financial Officer.
Monday, January 3, 2022 to January 11, 2022	Tuesday, Chief Financial Officer and Planning & Zoning meet with Departments to review their requests.
Monday, January 18, 2022 to January 25, 2022	Tuesday, Planning and Zoning Commission meets with each Department to review capital budget requests. (Meetings begins at 5:30 pm).
Friday, January 28, 2022	(On or before) Chief Financial Officer compiles and transmits the requests together with the Recommendations to the Common Council, Board of Estimate and Taxation, and the Planning & Zoning Commission. Recommendations will include a report of the impact on the debt service in the Operating Budget and various debt ratios.(Meeting begins at 6:30 pm).
Wednesday, February 2, 2022	Planning and Zoning Commission conducts Public Hearings on the departmental capital budget requests.
Thursday, February 10, 2022	Chief Financial Officer presents the Capital Budget recommendations to the Planning and Zoning Commission (at the regular meeting).
Friday, March 4, 2022	(On or before) Planning and Zoning Commission transmits its recommended Capital Budget to the Mayor.
Monday, March 14, 2022	(On or before) The Mayor completes the review and transmits the recommended Capital Budget to the Board of Estimate and Taxation.
Thursday, March 31, 2022	(Before April 1st); Board of Estimate and Taxation after incorporating such recommendations as the Mayor, the Planning and Zoning Commission and the Comptroller may make, forward the same to the Common Council with an expression in writing of the judgement with respect to the amount of funds it is proposed to expend in such Capital Budget and the effect such expenditures will, in its opinion, have upon the operating expense and credit of the City.
Thursday, April 7, 2022	(On or before April 15th) The Planning Committee of the Common Council review with departments (Regular meeting at 7:00 pm).
Tuesday, April 12, 2022	(On or before April 15th); Planning Committee of the Common Council may approve, reject or reduce any item in the Capital Budget by a vote of a majority of its members present and voting, reinstate therein any item which may have been previously disapproved. The Common Council shall thereupon approve the same as amended on or before the 15th day of April in each year, when it shall be certified to the Comptroller. Any item not rejected or reduced by the Common Council shall be deemed approved by it.
Monday, April 18, 2022	(On or before May 1st) Chief Financial Officer shall transmit to the Common Council and the Board of Estimate and Taxation his recommendations in respect to the most feasible and economical measures to finance the Capital Budget for the ensuing fiscal year.