



CITY OF DAHLONEGA BUDGET CALENDAR

FISCAL YEAR 2026

- March 25 Budget Preparation Begins**
Provide capital budget request forms and budget calendar to management
- March 25 Budget Entry Opened on BS&A Software**
Operational budget requests will be submitted electronically using BS&A financial software – individualized training provided as-needed
- May 30 Capital Budget Requests Due**
Completed capital budget request forms are due to the finance department
- May 30 Operational Budget Requests Due**
Department operational budgets should be finalized in BS&A financial software
- June 2-6 City Manager Budget Request Review**
City Manager Budget Meetings with Department Directors
- June – July Budget Development by Finance Department**
Prepare personal service budget projections and revenue projections
Prepare draft budget document
- June 16 City Manager's Budget in Draft Form (WORK SESSION)**
Draft City Manager's Budget
- June 30-July 2 Council Budget Workshops**
Council will review the City Manager's Budget
- July 7 Present City Manager's Proposed Budget (MEETING)**
Present proposed budget at City Council Work Session; place a copy of the Proposed Budget in City Hall and on the City's website for public review
- August 4 Public Hearing on Proposed Budget**
Public Hearing at Council Meeting (OCGA 36-81-5)
- August 18 Adoption of Budget Resolution; Establish Millage Rates; Adoption of Rates and Fees; Approval of Budget Contracts (SPECIAL CALLED MTG AFTER WORK SESSION)**
- October 1 Fiscal Year Begins**