

Town of Aurora, New York  
2027 Budget Calendar

| ACTION REQUIRED                                                                                        | Action Required By                               | Date                   |
|--------------------------------------------------------------------------------------------------------|--------------------------------------------------|------------------------|
| Distribute budget request forms to Department Heads                                                    | Budget Officer                                   | July 24                |
| Formulate budget requests; meet with Town Board Liaisons                                               | Department Heads                                 | July 27-Aug 6          |
| Submit signed budget request forms to Supervisor's Office                                              | Department Heads                                 | August 7               |
| Town Board Meeting w/ Department Heads and Budget Officer<br><b>*SPECIAL MEETING: CONFERENCE ROOM*</b> | Town Board<br>Department Heads<br>Budget Officer | 11:00 am<br>August 12  |
| Compute budgetary estimates for all department's mandatory accounts (e.g. payroll, fringes, etc.)      | Budget Officer                                   | August 13-28           |
| Formulates Tentative Budget                                                                            | Supervisor<br>Budget Officer                     | Aug 31-Sept 11         |
| Work Session to Review Tentative Budget<br><b>*SPECIAL MEETING: CONFERENCE ROOM*</b>                   | Town Board<br>Budget Officer                     | 5:00pm<br>September 16 |
| File Tentative Budget with Town Clerk                                                                  | Budget Officer                                   | September 24           |
| Present Tentative Budget to Town Board                                                                 | Town Clerk                                       | September 28           |
| Work Session to review Tentative Budget<br><b>*SPECIAL MEETING: CONFERENCE ROOM*</b>                   | Town Board<br>Budget Officer                     | 5:00pm<br>October 7    |
| Approve changes to Tentative Budget and accept it as Preliminary Budget                                | Town Board                                       | October 13             |
| Set Public Hearing                                                                                     | Town Board                                       | October 13             |
| Public Hearing held                                                                                    | Town Board<br>Citizens                           | October 26             |
| Work Session to review Preliminary Budget (if needed) <b>*SPECIAL MEETING: BOARD ROOM*</b>             | Town Board<br>Budget Officer                     | 5:00pm<br>October 28   |
| Adopt the Budget                                                                                       | Town Board                                       | November 9             |