



**FISCAL YEAR 2026/2027
BUDGET PREPARATION CALENDAR**

DATE	EVENT DESCRIPTION
January 15	Submit Budget Schedule for City Council approval
January/February	Joint City Council Meeting with Santa Clara City to discuss public safety and SB1005 Local Option Sales Tax for Fire
January 28	Department Head Budget meeting to review and discuss General Plan priorities
January 29 – March 20	Staff prepares Tentative Budgets
March 1	Send Santa Clara City Tentative SCI Police Budget and receive SCIFR Tentative Budget
March 20	Department Budgets due
Week of March 30	City Manager and Director of Finance conduct budget reviews with Department Heads
March 5 or March 19	City Council to discuss and review SCI & SCIFR Budgets
April 16	Tentative Budget submitted to City Council
May 7	Review and discuss Tentative Budget (10-6-111(1)) Tentative Budget Tentatively Adopted by City Council (10-6-111(3)) and Public Hearing date set for Final Adoption of Tentative Budget (10-6-113)
May 8	Issue notice of Public Hearing to consider adoption of Final Tentative Budget for FY 2027 (10-6-113)

DATE	EVENT DESCRIPTION
May 21	Public Hearing on the Tentative Budget for FY 2027 (10-6-114)
May 21 – June 18	After Public Hearing, City Council may continue to review and make changes to the Tentative Budget (10-6-115)
Before June 1	Tax Commission and County notified of date, time, and place of the public hearing over the budget for a potential truth in taxation(59-2-919 (8) (a))
May 21 - June 18	If no increase in tax levy, legislative body may adopt final Budget by Resolution for FY 2027 (10-6-118) <u>Adopt proposed or final tax rate by resolution or ordinance (59-2-912) (10-6-133)</u>
June 4 or June 18	Forward proposed or certified Tax Rate to County Auditor (10-6-134) and City Council adopts Budget and Tax Rate
Prior to July 20	Final certified copy of budget filed with State Auditor within 30 days after adoption (10-6-118)
	<u>NOTE:</u> If the City decides to increase the tax levy, the City would not adopt the budget in June. In the event of an increase in the tax levy, additional steps would be undertaken at that time.