

VILLAGE OF CLAYTON
2026-2027 SCHEDULE FOR ANNUAL BUDGET PROCESS

1. **By February 20th** – Department heads submit budget requests to Treasurer.
2. **Friday, March 6th** - Budget Workshop (10AM)
3. **On or before March 20th** – File tentative budget with the Clerk's office
4. **March 23rd** – Clerk presents the tentative budget to the Board.
The board reviews the tentative budget and makes revisions if necessary.
Set a date for a public hearing.
5. **Public Hearing April 13th** –
(NOTE: The public hearing may be adjourned from day to day but not beyond April 20th)
6. **On April 27th** – Adopt budget if not adopted April 13th.
7. **On or before May 29th** – File a certified copy of the adopted budget with the State Comptroller's Office