



2023 Budget Calendar

City of Lake Stevens Schedule	Budget Process Step	Required Deadline Per RCW
September 6, 2022	Initial Budget Priority Discussion – City Council	
September 7, 2022	Budget Instructions to Department Heads	9/12/2022
September 13, 2022	Estimated Revenues & Preliminary Budget Provided to Legislative Body	10/3/2022
September 6 - 23, 2022	DH Budget Preparation & Discussions with HR, Finance, City Administrator & Mayor	9/12 – 9/25/2022
September 23, 2022	Department Budgets Filed with Finance Director	9/26/2022
September 30, 2022	Budget Requests Presented to City Administrator & Mayor	10/3/2022
September 20 or October 4, 2022	Council Budget Session – Staffing/Wages (WS)	
October 11, 2022	Council Budget Session (RM)	
October 18, 2022	Council Budget Session (WS)	
October 25, 2022	Council Budget Session (RM)	
October 26, 2022	Notice of Public Hearing	11/1 – 11/18/2022
November 1, 2022	Proposed Budget & Budget Message Filed	11/2/2022
November 1, 2022	Proposed Budget Made Available to the Public	11/20/2022
November 2, 2022	Notice of Public Hearing	11/1 – 11/25/2022
November 8, 2022	Public Hearing #1 (Property Tax Levy – by Mid November)	11/1 – 11/25/2022
November 22, 2022	Final Public Hearing and Budget Adoption	11/1 – 11/25/2022
December 13, 2022	Final Public Hearing (continuation) and Budget Adoption (if needed)	12/31/2022