**Mayor's executive role**
is to prepare, draft, and submit the proposed budget

**City Council's legislative role**
is to review, adjust, and adopt a balanced budget

- **JANUARY**: PREPARE
- **APRIL**: DRAFT
- **early MAY**: Mayor submits proposed budget to Council at first regular Council meeting in May
- **MAY**: REVIEW
- **JUNE**: ADJUST
- **by JUNE 22**: Council adopts the final budget

**Prepare**
Mayor prepares the budget by working with the department heads to identify priorities.

**Draft**
Mayor considers each department's feedback, then prepares the Mayor's proposed budget.

**Review**
Council receives the Mayor's proposed budget and tentatively adopts it. Council schedules budget retreats and/or time in work meetings to review major budget changes and consult with department heads.

**Adjust**
Council holds one or more public hearings at the Council meetings in June. Council considers the public's feedback and adjusts the budget to reflect any final changes.

The Mayor can veto any or all parts of the adopted budget within 15 days of receiving it. If there is a veto, the Council reconsiders the vote at its next meeting. If the Mayor signs it or takes no action within 15 days, the adopted budget becomes law.