



TOWN OF
VIENNA
since 1890

Finance Department

Fiscal Year 2026-27 Operating Budget Preparation Schedule

October 2025		Publish Budget Calendar on Website / Distributed to Town Council
November 2025		BCOM Meetings to Discuss Priorities
	November 17	Town Council Budget Guidance Work Session
December 2025	December 1	Civic Donation Requests Due
	December 8	Presentation of the Annual Comprehensive Financial Report (ACFR)
January 2026	January 12	New Budget Initiatives Work Session Departments Submit Non-Financial Pages to Finance & Updated Financials in MUNIS
	January 13 - 23	Departmental BCOM Meetings
	January 16	Town Council Ranked Initiatives due to Finance
	January 26	Mid-Year Financial Review Work Session
	January 26 - February 6	Town Manager Budget Review Meetings
February 2026	February 27	Receive Official Real Estate Information from Fairfax County
March 2026	March 4	Proposed Budget Sent to Council
	March 6	Proposed Budget Available to Public and Online on Town Website
	March 14	Town Council Budget Work Session 1 (starts at 9:00 am)
	March 16	Town Council Budget Work Session 2 (starts at 7:00 pm)
	March 25 April 1	Proposed Tax Rate, Budget, and Water & Sewer Rates Advertised
April 2026	April 6	Public Hearing on Proposed Budget and Water & Sewer Rates
	April 27	Public Hearing on Proposed Tax Rate
May 2026	May 18	Adoption of Budget Adoption of Tax Rate Adoption of Water & Sewer Rates
	May 21	Notice of Adoption Published: Tax and Water & Sewer Rates
June 2026	June 30	Adopted Budget Available to Public and Online on Town Website