

## **FY2019 BUDGET CALENDAR**

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February 5, 2018	Budget instructions sent to department directors, elected officials, and outside agencies.
February 16, 2018	Deadline to submit budget requests to Finance Department.
February 19 - March 5, 2018	Finance Department inputs FY 2018 budget information into MUNIS.
February 26-March 8, 2018	County Manager and Chief Financial Officer meet with department directors, elected officials, and outside agencies to review and discuss their budget requests.
March 12-23, 2018	County Manager and Chief Financial Officer compile all budget requests and other budget information to prepare a preliminary budget.
March 27-April 10, 2018	Budget workshops with Board of Commissioners, department directors, elected officials, and outside agencies to review the preliminary budget and set priorities, spending amounts for capital needs, road resurfacing, and expansion or improvements to service delivery, and pay raises.
April 11-30, 2018	County Manager and Chief Financial Officer compile all budget information gathered from the budget workshops to prepare the proposed budget.
May 30, 2018	Proposed budget submitted to Board of Commissioners.
May 31, 2018	Copy of proposed budget displayed in the Clerk of Commission's Office, library, and on the county's web site for public review.
May 31, 2018	Copy of proposed budget sent to the Newspaper.
May 31, 2018	Budget hearings ad to be sent to the Newspaper.
June 6, 2018	Newspaper advertisement notifying the public that the proposed budget is available for review and the time and date of the budget public hearing, and the date the budget will be adopted.
June 13, 2018	Budget public hearing to obtain citizen comments
June 13, 2018	Newspaper advertisement to be in the paper notifying the public that the proposed budget will be adopted on 6/20/2018.
June 20, 2018	Adoption of the budget resolution
June 28, 2018	Adoption of the millage rate for the 2018 Tax Digest
July 1, 2018	FY2019 budget in effect through June 30, 2019.