

BUDGET CALENDAR FOR FISCAL YEAR 2017-18

2016

- November 10** Budget Manual sent to Departments. MUNIS is open for departments to “clean up” rolled detail records.
- November 28** County Manager’s “kickoff” meeting with Departments on the FY17-18 Budget Process
- November 28 to January 18** Departments enter FY17-18 budget requests into financial system, complete required and optional forms if necessary, and determine any changes in fee schedule

2017

- January 18** Department budget entry ends. All budget requests must be entered into financial system and required forms sent to Office of Strategy and Budget. Changes to Department fee schedules must be submitted to Office of Strategy and Budget
- January 27** Strategy and Budget submits consulting forms to committees
- February 1-22** County Managers and Assistant County Managers meet with Individual Departments on FY17-18 budget (mandatory)
Committee presentations and rankings of consulting forms
- February 28** Committee recommendations are due
- March 17** Enhancement, New Position, Reclass, ITGC, CIP and Capital Outlay Decisions are made
- April 27** FY17-18 Recommended budget informally presented to Board of Commissioners
FY17-18 Recommended Budget Information to Departments.
- May 1** FY17-18 Recommended budget formally presented to Board of Commissioners
- June 5** Public Hearing on FY17-18 Recommended Budget
- June 19** Adopt FY17-18 Budget