

**Budget Calendar
Fiscal Year 2023 - 2024**

Manager's Budget Letter to Elected Officials, Department Heads and Outside Agencies	12/09/22
Finance Issues Budget Packages Electronically to Elected Officials, Department Heads and Outside Agencies	12/09/22
Finance Offers Preliminary Budget Meetings to Answer Questions Regarding Completion of Budget Packages	1/1/23 - 2/10/23
Personnel Requests Including New Positions and Upgrades Due to Human Resources	01/27/23
Human Resources Determines the Cost of Any Personnel Requests	1/27/23 - 2/17/23
Packages Due Back to Finance	02/17/23
Commission Planning Retreat	02/01/23
Finance Enters All Requests into the Budgeting Software and Clarifies Any Requests	2/17/23 - 2/24/23
Human Resources Prepares a Payroll Budget Based on Position Requests and Direction from the Board	2/24/23 - 2/28/23
Finance Makes the Initial Revenue Projections	2/24/23 - 2/28/23
Budget Committee Meets With All Elected Officials, Department Heads and Outside Agencies to Discuss Their Budgets	3/13/23 - 3/24/23
Budget Committee Finalizes Budget Recommendations	04/21/23
Board of Commissioners Hold Work Sessions to Review the Proposed Budgets and Make Recommendations	5/15/23 - 5/19/23
Public Hearing on the Budget	06/13/23
Adoption of the Budget	06/27/23