



PROPOSED BUDGET CALENDAR FY 2024-2025

January 9, 2024 1:00 pm	Regular Commissioner Work Session – Set budget calendar
February 20, 2024 10:00 am	Commissioner’s Budget Retreat at the Burrell Building, SCC, Meal TBD (Note: There is a regularly scheduled meeting at 6:30 pm this night)
February 27, 2024 9:00 am	Manager’s preliminary meeting with Departments & Offices
March 1, 2024	Non – Profit Grant Applications Disseminated
March 12, 2024 Time TBD	Special Called Budget Meeting If Needed (Note: There is a work session scheduled work session at 1pm this day)
March 22, 2024	All requests submitted to Finance
April 1, 2024	Non – Profit Grant Applications Due
April 9, 2024 1:00 pm	Regular Commissioner Work Session – Summary of all new requests
April 17 – April 26, 2024	Manager / Finance Budget Meeting with Departments & Agencies
April 29 – May 6, 2024	Finance Officer Inputs Changes from Manager / Finance Budget Meetings
May 8 – May 12, 2024	Manager Finalizes Recommendations. Finance / Manager Finalizes Budget Recommendation Presentation.
May 14, 2024 1:00 pm	Regular Commissioner Work Session – Capital Projects, update on new requests.
May 21, 2024 6:30 pm	Regular Commissioner Meeting – Manager’s Recommended Budget
May 23, 2024 9:00 am	Special called budget work session to hear presentations if needed (safety, education, non-profits, other departments). <u>The last week in May that could be utilized if needed when scheduling these meetings.</u>
June 4, 2024 6:00 pm	Regular Commissioner Meeting – Budget Public Hearing
June 6-7, 2024 9:00 am	Special called budget meetings as needed to make final adjustments. (Note: Regular work session scheduled at 1pm on June 13)
June 18, 2024 6:30 pm	Adoption of budget