

# **FY 2012-13 BUDGET CALENDAR**

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March 7, 2012	Budget instructions sent to department directors, elected officials, and outside agencies.
March 23, 2012	All budget information loaded into MUNIS by this date by the department directors and elected officials. Outside agencies submit their budget information to the Finance Director.
March 26 - 30, 2012	County Administrator and Finance Director meet with department directors, elected officials, and outside agencies to review and discuss their budget requests.
April 2 – May 11, 2012	County Administrator and Finance Director compile all budget requests and other budget information to prepare the recommended budget.
May 15, 2012	Recommended budget submitted to the Board of Commissioners (during commission meeting).  Copy of recommended budget displayed in the County Clerk's Office and Library for public review.  Copy of recommended budget sent to the Calhoun Times.
May 16 - 25, 2012	Budget workshops with the Board of Commissioners and county staff to discuss the recommended budget.
May 16, 23, 26, & 30, 2012	Newspaper advertisement notifying the public that the recommended budget is available for review and the time and date of the budget public hearing.
June 5, 2012	Budget public hearing to obtain citizen comments (during commission meeting).
June 9, 13, & 16, 2012	Newspaper advertisement notifying the public that the recommended budget is available for review and the time and date of the adoption of the budget resolution.
June 19, 2012	Adoption of the budget resolution (during commission meeting).
July 1, 2012	FY 2012-13 budget in effect through June 30, 2013.