

# **FY 2013-14 BUDGET CALENDAR**

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| March 18, 2013        | Budget instructions sent to department directors, elected officials, and outside agencies.   |
| March 29, 2013        | 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.   |
| April 2 - 5, 2013     | County Administrator and Finance Director meet with department directors, elected officials, and outside agencies to review and discuss their budget requests.   |
| April 8 – May 3, 2013 | County Administrator and Finance Director compile all budget requests and other budget information to prepare the recommended budget.  |
| May 7, 2013           | Recommended budget submitted to the Board of Commissioners (during commission meeting).<br><br>Copy of recommended budget displayed in the County Clerk's Office and Library for public review.<br><br>Copy of recommended budget sent to the Calhoun Times. |
| May 13 - 24, 2013     | Budget workshops with the Board of Commissioners and county staff to discuss the recommended budget.   |
| May 8, 25, & 29, 2013 | Newspaper advertisement notifying the public that the recommended budget is available for review and the time and date of the budget public hearing.   |
| June 4, 2013          | Budget public hearing to obtain citizen comments (during commission meeting).  |
| June 8 & 12, 2013     | 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 18, 2013         | Adoption of the budget resolution (during commission meeting).   |
| July 1, 2013          | FY 2013-14 budget in effect through June 30, 2014.   |