

Unified Government 2017 Amended / 2018 Proposed Budget Process Calendar

February 2017

February 23, 2017 1st Public Hearing - 2018 Budget
 February 27, 2017 CMIP Process Starts

March 2017

March 3, 2017 Public Hearing Form due
 March 17, 2017 Questica - Go Live
 March 10, 2017 Capital Maintenance and Equipment Requests Due to Finance
 March 23, 2017 Verify Unfunded/Funded Position Inventory
 March 31, 2017 Finance/CAO Office - Revenue Estimate Review Meeting

April 2017

April 5, 2017 2017 Amended and 2018 Proposed Budget Kick Off
 Departments Begin Budget Process for the following:
 2017 Amended Request
 2018 Budget Request
 Amended/Proposed Grant Request
 Department Mission Statements and Goals
 April 5-28, 2017 Questica Budget Software Training
 April 7, 2017 Complete Unfunded/Funded Position Inventory Reconciliation
 between Human Resources, Budget, and Payroll
 April 12, 2017 Finance/CAO Office - 1st meeting on CMIP
 April 19, 2017 Finance/CAO Office - 2nd meeting on CMIP
 April 20, 2017 Commissioners' Retreat
 April 21, 2017 **Budget Submissions Due to Finance for the Following:**
 2017 Amended Budget Request
 2018 Proposed Budget Request
 Amended/Proposed Grant Request
 Department Mission Statements and Goals
 April 26, 2017 Finance/CAO Office - 1st meeting on Capital Equipment
 April 28-May 12, 2017 Departmental meetings with Assistant County Administrators
 April 27, 2017 Preliminary CMIP Document to Commission for their review

May 2017

May 4, 2017 - Special Session [5th Floor] CMIP Special Session
 May 10, 2017 Finance/CAO Office - 2nd meeting on Capital Equipment
 May 18, 2017 - Special Session [5th Floor] CMIP Special Session
 May 22, 2017 - June 9, 2017 Preliminary Operating Budget Presented to Administrator

June 2017

June 12, 2017-June 20,2017 Staff Preparation of Budget
 June 26- June 30, 2017 Administrator's Budget Preview - Commissioners' 3 on 3s
 June 26- June 30, 2017 Budget Document Production
 June 30, 2017 Complete Budget Document

July 2017

July 6, 2017 Administrator Presents Proposed Budget to Commission
 July 10, 2017 Commission Set Maximum Mill Levy/Budget Workshop
 July 13, 2017 Publish Notice of Budget Public Hearing/Maximum Mill Levy
 July 13, 2017 Budget Workshop
 July 17, 2017 Budget Workshop
 July 20, 2017 Budget Workshop
 July 24, 2017 2nd Public Hearing - 2018 Budget/Budget Workshop
 July 27, 2017 Budget Adoption/Workshop if Needed