

**DRAFT**



## **Budget Calendar for Fiscal Year 2018 – 2019**

October 3, 2016	Biennial Budget Presentation to Council Members
November 4	Preliminary Property Tax Revenue Estimates
November 4	Biennial Budget Presentation to Department Directors & Elected Officials
November 10	Biennial Budget Memo to Departments communicating Council priorities
November 10	Budget parameters sent to Departments
December 9	Other Revenues Review
<b>January 3, 2017</b>	All Internal Department Budget Worksheets are due to Finance Office.
January 10	Discretionary, Hospitality, Accommodation and Contractual & Statutory Grant requests due to Budget Manager
January 10 – February 3	Budget Meetings with Budget Team and Department Directors to review individual departmental requests.
February 3	Discretionary, Hospitality, Accommodation and Contractual & Statutory Grant requests due to Budget Manager
March 2	Recommended Budget Presentation, First Admin Review
March 23	Revenue Update Review
March 30	Recommended Budget Presentation, Second Admin Review
April 13	Recommended Budget Finalized
April 27	Council Work Session: Presentation of Recommended Budget by County Administrator; First Reading of county budget and millage ordinances (title only) by Council.
May 2	Council Work session 4-6pm (General Fund)
May 3	Millage Agency Budget Requests are due to Richland County Finance Office.
May 9	Council work session 4-6pm (Special Rev., Enterprise, & Millage Agencies)
May 11	Council work session 4-6pm (Grants)
May 18	Public Hearing - 6pm
May 23	Special Called Meeting - 2nd reading of Budget and Millage Ordinance (Grants Only) – 6pm

May 25 Special Called Meeting - 2nd reading of Budget and Millage Ordinance continued (All non-grant items) – 6pm

June 6 Special Called Meeting – 3rd reading and adoption of Budget Ordinance – 6pm

July 1 Begin new fiscal year with implementation of adopted budget

July 6 Special Called Meeting – 3<sup>rd</sup> reading and adoption of 2<sup>nd</sup> Fiscal Year Budget