

ESSEX COUNTY
2018 - 2019 Budget Calendar

September, 2017

***12** 7:00 P.M. County Administrator identifies proposed budget objectives and budget schedule. Administrator receives guidance from Board of Supervisors

November, 2017

20 Budget packets for FY2019 budget request distributed to all departments
Letters sent to outside agencies asking that FY2019 budget request be submitted

January, 2018

2 Budget request due from all departments and outside agencies
Preliminary budget information assembled

23-25 Department Heads review budget request with Management Services

February, 2018

12 Notification of work session schedule sent to all outside agencies
Superintendent presents proposed budget to school board

***13** 4:00 P.M. Preliminary budget work session - Department Heads make budget request to Board of Supervisors

March, 2018

6 6:00 P.M. Work Session - County Administrator presents General Fund proposed budget/Outside agencies present budget request

12 School board approves budget proposal to forward to County for consideration of appropriation levels

***13** 4:00 P.M. Budget work session/Superintendent presents proposed budget to Board of Supervisors/Social Services Director presents budget request

Advertise proposed county budget, tax rates, and March 28 Public Hearing

28 6:00 P.M. Public Hearing for FY2019 Proposed Budget and tax rates

April, 2018

***10** 7:00 P.M. Adopt County FY2019 budget and tax rates

May, 2018

***8** 7:00 P.M. Appropriate FY2019 budget
Prepare 2018-2019 final budget documents

* Indicates regularly scheduled BOS meeting date.

* Indicates public advertisement required.