

ESSEX COUNTY, VA
2017 - 2018 Budget Calendar

September, 2016

* 13 7:00 P.M. County Administrator identifies proposed budget objectives and budget schedule. Administrator receives guidance from Board of Supervisors

November, 2016

18 Budget packets for FY2018 budget request distributed to all departments
Letters sent to outside agencies asking that FY2018 budget request be submitted

December, 2016

*13 7:00 P.M. Capital Improvements Program presented to Board as information

January, 2017

2 Budget request due from all departments and outside agencies

*10 7:00 P.M. Capital Improvements Program adopted by Board of Supervisors
Preliminary budget information assembled

23-25 Department Heads review budget request with Management Services

February, 2017

13 Notification of work session schedule sent to all outside agencies

Superintendent presents proposed budget to school board

*14 4:00 P.M. Preliminary budget work session - Department Heads make budget request to Board of Supervisors

March, 2017

7 6:00 P.M. Work Session - County Administrator Presents General Fund Proposed Budget/Outside agencies present budget request

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

*14 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 29 Public Hearing

29 6:00 P.M. Public Hearing for FY2018 Proposed Budget and tax rates

April, 2017

*11 7:00 P.M. Adopt County FY2018 budget and tax rates

May, 2017

*9 7:00 P.M. Appropriate FY2018 budget
Prepare 2017 - 2018 final budget documents

* Indicates regularly scheduled BOS meeting date.

* Indicates public advertisement required.