

**Table 15**  
**Budget Calendar**  
**Fiscal Year 2022-2023**

<b>December 16</b>	Board consideration and approval of discretionary allocations.
<b>January 4</b>	Management Round Table Budget kick off, 8:00 a.m., (Virtual via MS Teams)
<b>February 18</b>	Budgets must be entered in the financial system by 5 p.m.
<b>Feb. 22 – Mar. 11</b>	Budget Staff meets with individual departments.
<b>April 1</b>	Department budget message due to <b>Carolina Rook</b> by 5 p.m.
<b>April 1</b>	Budget revisions due to <b>Mike Barnhart</b> by 5 p.m.
<b>April 5</b>	Publication of Notice of Budget Meeting by <b>Carolina Rook</b> (N-R and website).
<b>April 8</b>	Supplemental information and org charts ( <u>one copy</u> ) due to <b>Carolina Rook</b> by 5 p.m.
<b>May 2 - 4</b>	Budget Committee Meetings begin, (Rm. 32 or Virtual; refer to Table 18 for date and time).
<b>May 4</b>	Budget Committee approves budget and sets tax rate, (Rm. 32 or Virtual)
<b>May 6</b>	Tabloid narratives due to <b>Carolina Rook</b> by 5 p.m.
<b>May 6</b>	Budget revisions due to <b>Mike Barnhart</b> by 5 p.m.
<b>June 1-3</b>	Publication of Budget Tabloid.
<b>June 16</b>	Budget Hearing held by the Board, (Rm. 32 or Virtual)
<b>June 23</b>	Budget adopted by the Board, (Rm. 32 or Virtual)
<b>July 8</b>	Budget filed with Assessor's office and Clerk's office.
<b>July 25 - 29</b>	Bound budget distributed by <b>Carolina Rook</b> .