
FY 2006 BUDGET CALENDAR

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| October 15, 2004 | <ul style="list-style-type: none"> ◆ Budget Workshops ◆ Budget calls for Facilities, Human Resources, ITS, Internal Services, Public Works, and Radio Communications available on the Intranet |
| November 12, 2004 | <ul style="list-style-type: none"> ◆ Budget calls due to Facilities, Human Resources, ITS, Internal Services, Public Works, and Radio Communications via Intranet |
| December 8, 2004 | <ul style="list-style-type: none"> ◆ Indirect costs, bond interest, principal, and amortization cost estimates distributed to ISF managers & Enterprise Fund managers ◆ Computer Refresh costs due to non-General Fund departments from ITS ◆ Insurance, utilities, and contract services costs due from Safety & Risk and Facilities to ISF managers ◆ Salary and Ad Hoc reports distributed to departments |
| January 5, 2005 | <ul style="list-style-type: none"> ◆ Insurance, utilities, and contract services costs due from Safety & Risk and Facilities to Library and Enterprise Fund managers |
| January 7, 2005 | <ul style="list-style-type: none"> ◆ Distribute ISF Budget Summary Sheets to Department Heads & Elected Officials |
| January 14, 2005 | <ul style="list-style-type: none"> ◆ ISF responses due to ISF managers |
| January 19, 2005 | <ul style="list-style-type: none"> ◆ Budgets due to Chief Deputy Administrator ◆ Budgets due to Chief Financial Officer |
| January 21, 2005 | <ul style="list-style-type: none"> ◆ ISF budgets due to Budget Office |
| January 31, 2005 | <ul style="list-style-type: none"> ◆ Requests for contributions due from Outside Agencies |
| February 1, 2005 | <ul style="list-style-type: none"> ◆ All County budgets (except Special Purpose Districts and Trident Technical College - see March 11) due to Budget Office |
| March 11, 2005 | <ul style="list-style-type: none"> ◆ Budgets due from Special Purpose Districts & Trident Technical College |

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- March 23, 2005 ♦ Preliminary budget review with Administrator
- April 1, 2005 ♦ FY 2005 property tax revenue estimates due to Budget Director from Treasurer
- April 5, 2005 ♦ Proposed budgets distributed to Department Heads for review
- April 7, 2005 ♦ **Proposed budgets due back to Budget Director**
- April 11-12, 2005 ♦ Proposed budget review with Management Team
- April 15, 2005 ♦ County Administrator finalizes proposed budget
- April 19, 2005 ♦ Public hearing for Outside Agencies
- April 26, 2005 ♦ Special Finance Meeting for the following:
 - » General Fund & Enterprise Funds Overview
 - » Capital Improvements Plan
- April 28, 2005 ♦ Finance Meeting for the following:
 - » Council
 - » Administrator
 - » Economic Development
 - » GIS
 - » ITS Director
 - » Internal Auditor
 - » Legal
 - » Accommodations Tax
 - » Debt Service

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- May 3, 2005** ♦ Special Finance Meeting for the following:
- » Chief Deputy Administrator
 - » Chief Financial Officer
- May 5, 2005** ♦ Special Finance Meeting for the following:
- » Judicial Group (Clerk of Court, Coroner, Master-In-Equity, Medical Examiner's Commission, Probate Courts, Public Defender, and Solicitor)
 - » Tax Group (Auditor, RMC, and Treasurer)
 - » Charleston Museum
 - » Board of Elections and Voter Registration
 - » Legislative Delegation
 - » Veteran's Affairs
 - » State Agencies (Dept of Social Services, Mental Health Center, Health Dept, and State Probation & Parole)
- May 10, 2005** ♦ Special Finance Meeting for the following:
- » Library
 - » Sheriff
 - » Outside Agencies
- May 12, 2005** ♦ Finance Meeting for the following:
- » Special Purpose Districts
 - » Transportation Sales Tax
- May 17, 2005** ♦ ***First reading of Budget Ordinances***
- May 24, 2005** ♦ ***Public hearing and second reading of Budget Ordinances***
- June 7, 2005** ♦ ***Third reading of Budget Ordinances***

FY 2006 BUDGET CALENDAR

July 15, 2005

- ◆ FY 2005 Actual & FY 2006 Projected Performance Measures due to the Budget Office