

Chatham County FY 2017-2018 Budget Calendar

Deadline	Actions
2 September 2016	<ul style="list-style-type: none"> • Capital Improvements Program (CIP) forms distributed to agencies
7 October 2016	<ul style="list-style-type: none"> • Forms due from agencies and departments for new/changed CIP projects
14 November 2016	<ul style="list-style-type: none"> • Manager submits recommended CIP to the Board of Commissioners at a special meeting • Heads Up document due from departments
21 November 2016	<ul style="list-style-type: none"> • Hold public hearing on the proposed CIP
22 November 2016	<ul style="list-style-type: none"> • Work session on the proposed CIP
19 December 2016	<ul style="list-style-type: none"> • Board adopts CIP
28 December 2016	<ul style="list-style-type: none"> • Budget summit materials (trends, financial indicators, performance team recommendations, and departmental “Heads Up” document) submitted to Board of Commissioners • Work plan and new position forms distributed to departments
Weeks of January 9 and 16, 2017	<ul style="list-style-type: none"> • Budget Retreat: Board of Commissioners sets goals and guidelines for FY 2017-2018 budget
30 January 2017	<ul style="list-style-type: none"> • Requests for new positions and work plans (with goals, objectives, and performance targets) due from departments • Remaining budget forms distributed to departments/agencies
3 March 2017	<ul style="list-style-type: none"> • Budgets due from departments and agencies (except schools)
18 April 2017	<ul style="list-style-type: none"> • Budget due from schools
1 May 2017	<ul style="list-style-type: none"> • Budget submitted to Board of Commissioners and public at a special meeting
May 15 and 16, 2017	<ul style="list-style-type: none"> • Public hearings held in Pittsboro and Siler City
Late May and early June, 2017	<ul style="list-style-type: none"> • Board of Commissioners holds 2-3 budget work sessions
By 30 June 2017	<ul style="list-style-type: none"> • Board of Commissioners adopts budget (legal deadline)