

Chatham County FY 2018-2019 Budget Calendar

Deadline	Actions
1 September 2017	<ul style="list-style-type: none"> • Capital Improvements Program (CIP) forms distributed to agencies
29 September 2017	<ul style="list-style-type: none"> • Forms due from agencies and departments for new/changed CIP projects
6 November 2017	<ul style="list-style-type: none"> • Manager submits recommended CIP to the Board of Commissioners • Heads Up document due from departments
20 November 2017	<ul style="list-style-type: none"> • Hold public hearing on the proposed CIP
21 November 2017	<ul style="list-style-type: none"> • Work session on the proposed CIP
18 December 2017	<ul style="list-style-type: none"> • Board adopts CIP
29 December 2017	<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 staff forms distributed to departments
Weeks of January 8 and 15, 2018	<ul style="list-style-type: none"> • Budget Retreat: Board of Commissioners sets goals and guidelines for FY 2018-2019 budget
31 January 2018	<ul style="list-style-type: none"> • Requests for personnel, work plans (with goals, objectives, and performance targets) and Munis YTD Budget Estimates due from departments. • Budget software opens
1 March 2018	<ul style="list-style-type: none"> • Budgets due from departments and agencies (except schools)
6 April 2018	<ul style="list-style-type: none"> • Budget due from schools
7 May 2018	<ul style="list-style-type: none"> • Budget submitted to Board of Commissioners and public
May 21 and 22, 2018	<ul style="list-style-type: none"> • Public hearings held in Pittsboro and Siler City
May 24, 29 and 30 2018	<ul style="list-style-type: none"> • Board of Commissioners holds 2-3 budget work sessions
By 30 June 2018	<ul style="list-style-type: none"> • Board of Commissioners adopts budget (legal deadline)