

Madison County FY20-21 Budget Development Schedule

Approved 10-Dec-19

12/10/2019	Regular Board meeting		Budget Calendar Approved
12/13/2019	Issue Budget Request Instructions		Include a "save the date" notice for request presentations
1/6/2020	"Outside Agency" Budget Requests Due		Submit requests to Finance Department
1/10/2020	Departmental Budget Requests Due		Submit requests to Finance Department
1/16/2020	Work Session #1	2:00 – 6:00 p.m.	Review FY19 CAFR, FY20 YTD performance Refine FY21 budget timetable Status of 5-year forecast Review FY21 Priority Issues, Goals & Strategy
1/23/2020	Work Session #2	2:00 – 6:00 p.m.	Outside Agency Presentations
1/30/2020	Work Session #3	2:00 – 6:00 p.m.	Departmental Presentations
2/6/2020	Worksession #4	2:00 – 6:00 p.m.	Departmental & Outside Agency Presentations Social Services
2/13/2020	Worksession #5	2:00 – 6:00 p.m.	Review of major CIP projects and upcoming capital needs 5-year forecast
2/20/2020	Work Session #6	2:00 – 6:00 p.m.	Revenue Estimates & Other Outstanding Issues
2/27/2020	Work Session #7	2:00 – 6:00 p.m.	(May not be needed)
3/5/2020	Work Session #8	2:00 – 6:00 p.m.	Worksession on school budget Discussion with school administration
3/9/2020	School Board Budget Adoption Meeting	6:30 p.m.	School board approves its budget request (anticipated) School board budget request transmitted to County on 3/10
3/12/2020	Work Session #9	2:00 – 6:00 p.m.	Complete balanced budget proposal presented/verified Budget Public hearing authorized
4/14/2020	Public Hearing on Full Budget Proposal	7:00 p.m. (after the regular meeting)	
4/15/2020	Relay status of any tax rate changes to Commissioner of the Revenue and Treasurer for billing purposes.		
4/28/2020	BoS Approves the Budget	Regular Meeting	
5/1/2020	Deadline for BoS to approve school budget (or 30 days after receipt of estimates of state funds if later)		
6/23/2020	Budget Appropriation Vote	Regular Meeting	

Expense Department "Buckets":

1. Donations/outside agencies
2. Operating departments (i.e. those with County employees)
3. Large other organizations (DSS, CSA, RRCSB, Jail, RJDC)
4. Administrative & small departments
5. School Board

Typical "Breakout" Items:

Personnel
Benefits (including health insurance)
CIP (remember IT/ERP project)

Usual and Customary Late Items:

VRS rates
Health insurance rates
Employee raises
VACORP/LODA rates
State budget info
Comp Board figures
School Board budget request
Contingency funding
CIP project decisions