

**REQUEST FOR BOARD ACTION**

**HENDERSON COUNTY  
BOARD OF COMMISSIONERS**

**MEETING DATE:** Thursday, December 15, 2005  
**SUBJECT:** FY 2006-2007 Budget Calendar  
**ATTACHMENTS:** Budget Calendar - Draft  
**SUMMARY OF REQUEST:**

Staff has provided the attached draft of the FY 2006-2007 Budget Calendar.

**BOARD ACTION REQUESTED:**

No action is required. This calendar is being provided for information purposes.

**HENDERSON COUNTY  
FY 2006-07 BUDGET CALENDAR**

draft

Month	Activity
Wed., Jan 4, 2006	<ul style="list-style-type: none"> <li>• Department Head Meeting: Distribution of Budget/Capital Improvements Program (CIP) Information &amp; Guidelines, Forms, Budget Calendar, Strategic Plan</li> <li>• Distribution of budget instructions to Non-Profits, Public Schools, Community College, and Fire Districts</li> </ul>
Wed., Feb 15, 2006	<ul style="list-style-type: none"> <li>• Departmental building project requests due to Central Services</li> <li>• Departmental technology requests due to Information Technology Department</li> <li>• Budget requests due for: <b>Governing Body, Human Resources, County Manager, Finance, Legal.</b></li> </ul>
Wed., Feb 15, 2006	<ul style="list-style-type: none"> <li>• Departmental budget hearings begin (Scheduled as departments submit requests)</li> </ul>
Wed., Feb 22, 2006	<ul style="list-style-type: none"> <li>• Budget requests due for: <b>Elections, Recreation, Development &amp; Enforcement, Soil &amp; Water, Solid Waste</b></li> </ul>
Wed., Mar 1, 2006	<ul style="list-style-type: none"> <li>• Budget Requests due for: <b>Central Services, Sheriff/Detention Facility, Fire Services/Emergency Management, Animal Control</b></li> </ul>
Wed., Mar 8, 2006	<ul style="list-style-type: none"> <li>• Budget requests due for: <b>EMS, Planning, Cooperative Extension, Utilities, Public Library</b></li> </ul>
Wed., Mar 22, 2006	<ul style="list-style-type: none"> <li>• Budget requests due for: <b>Register of Deeds, County Assessor/Land Records/Revaluation, Tax Collector/Delinquent Tax Collections</b></li> </ul>
Wed., Mar 29, 2006	<ul style="list-style-type: none"> <li>• Budget requests due for: <b>Health Department, Environmental Health</b></li> <li>• <b>Human Service agency</b> requests due to Alliance for Human Services</li> <li>• <b>Non-Human Service agency</b> requests due to Budget Office</li> </ul>
Wed., Apr 5, 2006	<ul style="list-style-type: none"> <li>• Budget requests due for: <b>Travel &amp; Tourism, IT, E911</b></li> <li>• <b>AHS recommendations</b> due to the Budget Office</li> </ul>
Wed., Apr 19, 2005	<ul style="list-style-type: none"> <li>• Budget requests due for: <b>Fire Districts, Rescue Squad, Public Schools, Community College, Mental Health Services, Social Services &amp; Foster Care Home</b></li> <li>• <b>Capital Improvements Project</b> proposals due</li> </ul>
Apr 26 – May 16, 2006	<ul style="list-style-type: none"> <li>• County Manager’s final review of budget requests</li> <li>• Staff preparation of Recommended Budget document</li> </ul>
Wed., May 17, 2006	<ul style="list-style-type: none"> <li>• Regular Board Meeting: <ul style="list-style-type: none"> <li>• Recommended budget presented to Board of Commissioners.</li> <li>• Set Public Hearing on budget</li> <li>• Set budget workshop dates</li> </ul> </li> </ul>
TBD	<ul style="list-style-type: none"> <li>• Special Called Budget Workshop</li> </ul>
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Mon., Jun 5, 2006	<ul style="list-style-type: none"> <li>• Regular Board Meeting: 7:00p Public Hearing on Budget</li> </ul>
TBA	<ul style="list-style-type: none"> <li>• Special Called Budget Workshop: 7:00p Fire Commission / Fire Departments</li> </ul>
Wed., Jun 21, 2006	<ul style="list-style-type: none"> <li>• Regular Board Meeting: 9:00am Budget Adoption</li> </ul>