

DEKALB COUNTY GOVERNMENT
FY 2017 BUDGET
January 1, 2017 thru December 31, 2017

CALENDAR & PROCESS

- June 1, 2016 Finance Committee adopts budget calendar, budget process, and confirms directive to present a balanced budget for FY 2017.
- June 8, 2016 County Administrator and Finance Director begin individual meetings with Department Heads to discuss impact of budget directive.
- June 17, 2016 Budget request forms distributed to all departments.
- July 6, 2016 County Administrator and Finance Director begin to meet with County Board members individually, for those who so desire, to discuss the budgets for their Committees and any special areas of interest that they feel should be specifically addressed and/or studied.
- Aug 1, 2016 Budget request forms are due back to the Finance Office. Departments are expected to submit budgets in accordance with the direction provided. Narratives may be included which outline any concerns the Department has with the direction provided.
- Sept 7, 2016
 1. Budget workbooks are electronically distributed to County Board members. This workbook will include copies of all documentation submitted by Departments.
 2. Finance Committee receives a recommendation on the entire budget from the County Administrator and Finance Director. The proposal will include recommendations for department staffing and line items which could be changed through an appeal process open to both Board members and Department Heads.
 3. Finance Committee sends the budget recommendation to the County Board to place it on file for public inspection.

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CALENDAR & PROCESS - CONTINUED

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| Sept 21, 2016 | <ol style="list-style-type: none">1. County Administrator and Finance Director hold a “Question & Answer Forum” for County Board members to further clarify the rationale behind the budget recommendations. This will be at 6:15 p.m. prior to the monthly County Board meeting.
2. County Board places the budget recommendation on file for public inspection. |
| Sept 24, 2016 | Publish notice of public hearing on the proposed Tax Levy. |
| Sept 28, 2016 | Last day for County Board members or Department Heads to file an appeal concerning Administrative budget recommendations. Appeals will then be reviewed by the appropriate Board Committee. If the Committee concurs with the appeal, it will then be forwarded to the Finance Committee for a decision in November. |
| Sep 29, 2016 | Board Committees begin budget discussions. Focus will be primarily on areas which are appealed from the Administrative recommendation. |
| Oct 5, 2016 | Finance Committee hosts public hearing on the proposed Tax Levy. |
| Oct 19, 2016 | County Board adopts the Tax Levy Ordinance. |
| Oct 22, 2016 | Publish notice of public hearing on proposed Budget. |
| Nov 1, 2016 | Board Committees complete reviews of any appeals which were filed concerning budgets for which they have oversight. |
| Nov 2, 2016 | Finance Committee hosts public hearing on the proposed Budget. Any appeals successful at the Standing Committee level are decided at this meeting. Overall final budget adjustments are made at this time, and the entire budget is forwarded to the County Board for adoption. |
| Nov 16, 2016 | County Board adopts the Annual Budget prior to the start of the fiscal year on January 1, 2017. |