

County of Brunswick  
Budget Calendar  
Fiscal Year 2022-2023

Date of Action	Budget Procedure	Action By
11/1/2021	Commissioners' Strategic planning and Goal setting workshop 3:00pm	Director of Fiscal Operations
11/2/2021	Distribution of Capital Improvement Forms and Instructions	Board of County Commissioners, County Manager
12/7/2021	Distribution of Goals Forms and Instructions	County Manager
12/20/2021	Preliminary Capital Improvement forms Due to Director of Fiscal Operation	Leadership Team
1/3/-1/14/2022	Compile Preliminary Capital Improvement Plan	County Manager, Director of Fiscal Operations
1/10/2022	Submit Goals to County Manager and/or Deputy County Manager	Leadership Team
1/11/-1/21/2022	Compile Department Goals	County Manager
1/19/2022	Distribution of Budget Forms and Instructions	Director of Fiscal Operations
2/21-2/22/2022	Commissioners' Countywide Goal workshop Day 1: 12:00pm – 4:00pm Day 2: 9:00am – 3:00pm	Board of County Commissioners, County Manager
3/4/2022	Submit Budget Requests to County Manager, Deputy County Manager and Director of Fiscal Operations	Leadership Team and Agency Officials
3/18/2022	Compile Department and Agency Budget Requests to County Manager	Director of Fiscal Operations
3/28-4/15/2022	Meet with Leadership Team on Requested & Recommended Budget.	County Manager, Deputy County Managers, Director of Fiscal Operations
5/2/2022	Commissioners' Budget Workshop 9:00am – 3:00pm	Board of County Commissioners, County Manager
5/16/2022	Presentation of Recommended Budget and Budget Message to Board of County Commissioners, Set Date and Time of June 6, 2022, at 3:00pm for public hearing.	County Manager, Board of Commissioners
5/17/2022	File copy with Clerk to the Board; Recommended budget remains open for public review until Budget Ordinance is adopted.	County Manager
5/17/2022	Submit legal notice in media stating Recommended Budget submitted to the Board; copy available for public review; time, date, place of public hearing.	Clerk to the Board of County Commissioners
6/6/2022	Public Hearing 3:00pm; Study sessions on Recommended Budget at 1:00pm - 3:00pm, if needed.	Board of County Commissioners
6/20/2022	Adoption of Budget	Board of County Commissioners
7/1/2022 if applicable	Within thirty (30) days after enactment of the budget a public notice shall be published, reflecting a summary of the enacted budget showing the intended use of entitlement funds, if any.	Clerk to the Board of County Commissioners