

AT AN ADJOURNED MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF VIRGINIA HELD ON THE 24TH OF SEPTEMBER, 2007 AT 6:30 P.M. IN THE BOARD CHAM MONTGOMERY COUNTY GOVERNMENT CENTER, 755 ROANOKE STREET, CHRISTIAN

**R-FY-08-41**  
**RESOLUTION APPROVING THE**  
**BUDGET CALENDAR FOR FY 2009**

On a motion by Mary W. Biggs, seconded by James D. Politis and carried unanimously,

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the proposed Budget Calendar is hereby approved. It is the intent of the Board of Supervisors that departments, offices, and agencies that receive funds through the budget process adhere to the deadlines prescribed within the calendar. The name of departments, offices, and agencies failing to comply with this directive shall be reported to the Board of Supervisors in January 2008.

**COUNTY OF MONTGOMERY**  
**BUDGET CALENDAR FOR FY 2009**

The Budget Calendar is a schedule for the development of the County budget. It is very important that each employee follow the Budget Calendar and fulfill his/her responsibility in the budgeting process.

<b><u>DATE</u></b>	<b><u>FUNCTION</u></b>
October 22, 2007	Budget work session on issues for budget development - FY 07 General Fund Balance and Revenue Review. (Regular Board meeting)
November 9, 2007	Budget working documents given to divisions and mailed to external agencies along with special instructions and guidelines.
November 26, 2007	Budget work session on issues for budget development - Compensation/Health Insurance work session. (Regular Board meeting)
December 10-14, 2007	Divisions without access to the County's network enter base budget changes.
December 28, 2007	Due date for Proposed Base Budget revisions for all divisions, agencies, and organizations (except for Schools).
January 14, 2008	Public Hearing for citizen input.
January 14 - February 11, 2008	County Administrator review with Directors, Constitutional Officers, and Agency Heads the Proposed Budget.

<b><u>DATE</u></b>	<b><u>FUNCTION</u></b>
January 21, 2008	Budget work session on issues for budget development - School Resource Officers and Annual versus Four-year Reassessment. (Special work session)
January 28, 2008	Budget work session on issues for budget development - Preliminary Revenue Projection. (Regular Board meeting)
February 7, 2008	Budget work session on issues for budget development - CIP Presentation to Board. (Special work session)
February 11, 2008	School budget delivered to County Administrator.
February 18, 2008	Budget work session on issues for budget development - Presentation of FY 09 School Budget Request and Outside Agency Requests. (Special work session)
March 6, 2008	Budget work session on issues for budget development - Topics to be decided. (Special work session)
March 7, 2008	Proposed Budget document delivered to Board of Supervisors.
March 10, 2008	Presentation of FY 09 Proposed Budget.
March 10 - 17, 2008	Budget work sessions on issues for budget development - Develop advertised budget and tax rate.
March 17, 2008	Budget work sessions on issues for budget development - By this date; establish advertised tax rate and prepare budget synopsis notices of public hearing in paper. (Special work session)
March 27, 2008	Public Hearing on advertised tax rate and budget.
March 17 - April 14, 2008	Work sessions to adopt budget (including Schools) and establish tax rate.
April 14, 2008	Establish tax rate and adopt budget.
By June 30, 2008	Make final budget appropriation.
After July 1, 2008	Divisions and Agencies notified of final appropriations.

- 1 PUBLIC HEARING: A public hearing on the budget is required. If a tax rate notice must be published at least 7 days before the public hearing and at least action.
- 2 TAX RATE AND BUDGET: The tax rate and budget must be established at This must be done early to process the first installment of real estate taxes.
- 3 LEGAL NOTICES AND PUBLIC HEARINGS: Legal notices and public hearing School Budget may be considered separately from the Non-School Budget. The Budget must be approved by May 1, 2008 or within 30 days after receipt of School estimates; which is later.

The vote on the forgoing resolution was as follows:

AYE:

Mary W. Biggs  
Annette S. Perkins  
John A. Muffo  
James D. Politis  
Gary D. Creed  
Doug Marrs  
Steve L. Spradlin

NAY:

None

ATTEST:

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B. Clayton Goodman, III  
County Administrator

MONTGOMERY,

MEMBERS,

ROSBURG, VIRGINIA:

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and agencies requesting  
of the departments,  
at their first meeting

hat everyone adhere to

**RESPONSIBILITY**

Board of Supervisors

County Administrator and  
Financial & Management  
Services

Board of Supervisors

Financial & Management  
Services

Directors, Divisions, and  
Agency Heads

Board of Supervisors

County Administrator

**RESPONSIBILITY**

Board of Supervisors

Board of Supervisors

Board of Supervisors

School Board

Board of Supervisors

County Administrator

County Administrator

County Administrator

Board of Supervisors

Board of Supervisors

Board of Supervisors

Board of Supervisors

Board of Supervisors

Board of Supervisors

County Administrator

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: 14 days before final

: the same time.

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The School  
tate revenue