



**County of Prince Edward
FY 2023-2024 Budget Schedule**

DATE	ACTIVITY	TIME/LOCATION
January 20, 2023	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
January 20, 2023	Donation Request forms distributed	
Feb. 1-24, 2023	Budget work sessions between Departments and County Administrator	
February 14, 2023	Joint Finance Committee Meeting of Board of Supervisors and School Board	5:00 p.m. Board of Supervisors Room
February 22, 2023	Board of Supervisors Budget Planning Meeting (Davenport Presentation)	5:30 p.m. Board of Supervisors Room
February 24, 2023	Budget worksheets submitted to County Administrator	
March 8, 2023	Joint Finance Committee Meeting of Board of Supervisors and School Board	1:00 p.m. School Board Office
March 10, 2023	Revenue estimated completed by County Administrator	
March 14, 2023	School Superintendent budget presentation to Board of Supervisors and School Board Presentation of County Administrator's proposed budget to Board of Supervisors	3:30 p.m. Board of Supervisors Room
March 21, 2023	Board of Supervisors budget work session – presentations by outside agencies	2:00 p.m. Board of Supervisors Room
March 28, 2023	Board of Supervisors authorizes Public Hearing for April 18 (Ad dates – April 7)	5:30 p.m. Board of Supervisors Room
April 11, 2023	Board of Supervisors Budget Work Session (If needed)	5:30 p.m. 3 rd Floor Conference Room
April 18, 2023	Board of Supervisors Budget Work Session (If needed)	5:30 p.m. 3 rd Floor Conference Room
April 18, 2023	Public Hearing on County & School Budgets & Tax Rates (PC Meeting will need to be rescheduled)	7:00 p.m. Board of Supervisors Room
April 25, 2023	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 6, 2023	Approval of Appropriations.	7:00 p.m. Board of Supervisors Room

Subject to change, by action of the Board of Supervisors.