



County of Prince Edward FY 2024 - 2025 Budget Schedule

DATE	ACTIVITY	TIME/LOCATION
January 19, 2024	Budget Preparation Guide distributed to County Departments and Constitutional Offices	
January 19, 2024	Donation Request forms distributed	
Feb. 1-23, 2024	Budget work sessions between Departments and County Administrator	
February 20, 2024	Joint Finance Committee Meeting of Board of Supervisors and School Board	3:30 p.m. Board of Supervisors Room
February 20, 2024	Board of Supervisors Budget Planning Meeting (Davenport Presentation)	5:30 p.m. Board of Supervisors Room
February 23, 2024	Budget worksheets submitted to County Administrator	
February 28, 2024	Joint Finance Committee Meeting of Board of Supervisors and School Board (Cancelled – Reschedule for another date)	1:00 p.m. School Board Office
March 8, 2024	Revenue estimated completed by County Administrator	
March 12, 2024	Presentation of County Administrator’s proposed budget to Board of Supervisors	5:30 p.m. Board of Supervisors Room
March 19, 2024	Board of Supervisors budget work session – presentations by outside agencies	2:00 p.m. Board of Supervisors Room
March 26, 2024	School Superintendent budget presentation to Board of Supervisors and School Board (Cancelled – Reschedule for April 16th Budget Work Session) Board of Supervisors authorizes Public Hearing for April 16 (Ad date – April 5)	5:30 p.m. Board of Supervisors Room
April 9, 2024	Board of Supervisors Budget Work Session (If needed) (Cancelled)	5:30 p.m. 3 rd Floor Conference Room
April 16, 2024	Board of Supervisors Budget Work Session (If needed) School Superintendent budget presentation to Board of Supervisors and School Board	5:30 p.m. 3 rd Floor Conference Room
April 16, 2024	Public Hearing on County & School Budgets & Tax Rates (PC Meeting will need to be rescheduled)	7:00 p.m. Board of Supervisors Room
April 30, 2024	Budget Work Session, Adoption of County & School Budgets & Tax Rates	7:00 p.m. Board of Supervisors Room
June 11, 2024	Approval of Appropriations	7:00 p.m. Board of Supervisors Room

Adopted by the Board of Supervisors at its meeting on November 9, 2023.

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

Last updated: **April 11, 2024**