

**FY 2024-25  
Budget Process Calendar**

<b>Wednesday, February 21, 2024</b>	<b>County Clerk distributes Estimate of Needs forms and instructions to all officials and department heads. Be sure to use February YTD Budget Report for current year only.</b>	
<b>Friday, March 8, 2024</b>	<b>County Officer's reports estimate of needs forms and support due to the County Clerk's Office.</b>	<b>O.S. 19 § 1411.B</b>
<b>Week of March 11, 2024</b>	<b>County Clerk's Finance Division reviews submitted forms for completion and technical accuracy.</b>	
<b>Thursday, April 18, 2024 - 10:00 a.m.</b>	<b>Budget Board regular meeting. Presentation of preliminary General Fund estimates of revenue for new fiscal year.</b>	
<b>Tuesday, April 23, 2024 – 9:30 a.m.</b>	<b>Excise Board certifies preliminary General Fund estimates of revenue for FY 2024/25</b>	<b>O.S. 19 § 1411</b>
<b>Thursday, May 16, 2024 – 10:00 a.m.</b>	<b>Regular Scheduled Budget Board meeting Approval of the proposed budget by the Budget Board.</b>	<b>O.S. 19 § 1410</b>
<b>Thursday, June 3, 2024 Not a Meeting</b>	<b>Publication of proposed budget summary gets sent to the paper to be published for Public Hearing.</b>	<b>O.S. 19 § 1412</b>
<b>Thursday, June 13, 2024 – 10:00 a.m.</b>	<b>"Public Hearing" Special Budget Board meeting for Public Hearing and final Approval of the Annual Adopted budget for FY 2024/25</b>	<b>O.S. 19 § 1412</b>
<b>Tuesday, June 18, 2024 – 9:30 a.m.</b>	<b>Excise Board meets to approve the FY 2024/25 Annual Adopted Budget.</b>	<b>O.S. 19 § 1412 - 1414</b>
<b>Thursday, June 20, 2024 – 10:00 a.m.</b>	<b>Regular Scheduled Budget Board meeting. Final budget transfers for FY 23/24.</b>	
<b>Monday, July 1, 2024 9:30 a.m.</b>	<b>Regular Scheduled Excise Board meeting to Organize and Elect a Chairman and Vice Chairman for the fiscal year.</b>	<b>O. S. 68 §3006 &amp; 3014</b>
<b>Monday, July 1, 2024 10:00 am.</b>	<b>Regular Scheduled Budget Board Meeting To approve any Inter-fund transfers from the General Fund Annual Adopted Budget and to approve Carry-overs for Special Revenue Funds.</b>	

**Note: Dates and times of meetings are tentative until notice is posted.**