

BOARD OF SUPERVISORS  
 COUNTY OF STAFFORD  
 STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 6<sup>th</sup> day of July, 2021:

<u>MEMBERS:</u>	<u>VOTE:</u>
Crystal L. Vanuch, Chairman	Yes
Cindy C. Shelton, Vice Chairman	Yes
Tinesha O. Allen	Yes
Meg Bohmke	Yes
Thomas C. Coen	Yes
L. Mark Dudenhefer	Yes
Gary F. Snellings	Yes

On motion of Ms. Shelton, seconded by Mr. Coen, which carried by a vote of 7 to 0, the following was adopted:

A RESOLUTION ADOPTING THE FISCAL YEAR (FY) 2023 BUDGET CALENDAR

WHEREAS, the FY2023 budget calendar (Budget Calendar) includes annual processes for the Board and County staff; and

WHEREAS, the Board has adopted a Capital Improvement Program (CIP) Development Policy; and

WHEREAS, the establishment of the Budget Calendar provides an outline for planning and gives staff direction to meet the Board's objectives;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 6<sup>th</sup> day of July, 2021, that the FY2023 Budget Calendar be and it hereby is adopted as follows, which dates may be changed based on need and availability, with prior notice being provided in compliance with all applicable State laws:

**STAFFORD COUNTY BOARD OF SUPERVISOR'S  
 FISCAL YEAR 2023 BUDGET CALENDAR**


<b>Date</b>	<b>Purpose</b>
<b><u>August</u></b>	
Monday, August 16, 2021	CIP: All CIP Projects Due to Budget Office
<b><u>September</u></b>	
Tuesday, September 14, 2021	CIP: School Board Adopts Large CIP Priorities

Tuesday, September 21, 2021*	Presentation of the preliminary FY2021 Schools and County year-end summary of financial results
Tuesday, September 21, 2021*	Request to appropriate County Year-End Encumbrances
September 27, 2021	Technical Review Committee (TRC) Receives all CIP projects for review
<b><u>October</u></b>	
October 4, 2021 – October 15, 2021	TRC Reviews CIP requests
October 19, 2021*	Presentation of County and Schools FY2022 First Quarter Review
October 19, 2021*	Appropriation of School's Year-End Encumbrances
October 19, 2021*	CIP – Joint School Board and Board meeting to review School Board CIP priorities
<b><u>November</u></b>	
November 5, 2021	Schools provide TRC updated September 30 enrollment and projections
November 16, 2021*	Five-Year Financial Plan (FYFP) General Fund Work Session
November 16, 2021*	CIP Presentation of TRC's review of CIP projects and affordability
<b><u>December</u></b>	
December 7, 2021	Joint Board and School Board review of TRC's review of CIP projects and affordability
Tuesday, December 21, 2021*	FYFP Work Session Other Funds and General Fund direction
Tuesday, December 21, 2021*	CIP Board provides final guidance for the FY2023-32 CIP
Tuesday, December 21, 2021*	Presentation of the comprehensive Annual Financial Report and Audit
<b><u>January</u></b>	
Tuesday, January 18, 2022*	Presentation of the FY2022 County and Schools Mid-Year Review
<b><u>February</u></b>	
Tuesday, February 15, 2022*	County Administrator Proposes FY2023 Operating Budget and FY2023-32 CIP
Tuesday, February 22, 2022*	Budget Work Session (BWS): General Fund Revenues and Expenditures
Thursday, February 24, 2022	BWS: Follow up to February 22, 2022 if needed
<b><u>March</u></b>	
Tuesday, March 1, 2022*	BWS: Joint Board and School Board meeting for the School Board/staff to provide School Board's FY2023 Budget request
Tuesday, March 1, 2022*	Authorize advertisement of the FY2023 Budget, CIP, Virginia Public School Authority (VPSA), and Calendar Year (CY) 2022 Tax Rates

Tuesday, March 8, 2022	BWS: Utilities, Transportation and Other Funds
Thursday, March 10, 2022	BWS: Follow up to March 8, 2022 if needed
<i>March 14 – March 18, 2022 Stafford County Public Schools Spring Break</i>	
Tuesday, March 15, 2022*	BWS: CIP and project status
Thursday, March 17, 2022	BWS: Follow up to March 15, 2022 if needed
Tuesday, March 22, 2022	BWS: If needed
<b><u>April</u></b>	
Tuesday, April 5, 2022*	Public Hearing FY2023 Budget, CIP, VPSA, and CY2022 Tax Rates
Tuesday, April 12, 2022	BWS: If needed
Tuesday, April 19, 2022*	BWS: If needed
Tuesday, April 19, 2022*	Adopt the FY2023 Budget, CIP, VPSA and CY2022 Tax Rates
<b><u>May</u></b>	
Thursday, May 5, 2022	Treasurer's Office Sends Bills to Tax Payers
<b><u>June</u></b>	
Monday June 6, 2022	Real Estate and Personal Property Tax Bills Due

\*Denotes a regularly scheduled Board Meeting Day.

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 Frederick J. Presley  
 County Administrator

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