





























# FY 2025-2026 Budget Calendar



		Capital Improvement Plan (CIP)	Annual Operating Budget	Performance & Benchmarking
<b>AUG</b>	<b>30</b>	 CIP materials and instructions distributed to department directors		 UNC School of Government Benchmarking Project – Annual Data Collection Deadline
<b>SEP</b>	<b>17</b>	 Public Hearing on capital needs		
	<b>18</b>		 FY2024-25 Budget Document submission deadline for GFOA Distinguished Budget Award	
	<b>27</b>	 Completed CIP requests submitted to Budget Management		
<b>OCT</b>	<b>4</b>	 CIP Q1, FYE 2025 (July–Sept 30, 2024)		
	<b>11</b>			 Performance & Benchmarking Q1, FYE 2025 (July–Sept 30, 2024)
	<b>15-29</b>	Meet with department directors and project managers to review CIP requests		Final data validation and submission corrections
<b>NOV</b>	<b>1-29</b>	 Compile CIP Update (notebooks)		
<b>DEC</b>	<b>3</b>	 Present CIP Update to Board of Commissioners		
	<b>17</b>	 Public Hearing on CIP Update		
<b>2026</b>				
<b>JAN</b>	<b>7</b>	 BOC Work Session on CIP Update		
	<b>10</b>	 CIP Q2, FYE 2025 (Oct 1–Dec 31, 2024)		 Performance & Benchmarking Q2, FYE 2025 (Oct 1–Dec 31, 2024)
	<b>17</b>		 Board Retreat	
	<b>21</b>	 Adoption of CIP 2025–2030		
	<b>28</b>		 Budget Kickoff Meeting	Begin to review/revise performance measures and workload indicators
<b>FEB</b>	<b>3</b>		Materials and instructions distributed to department directors	
	<b>18</b>		 Public Hearing on budget needs	
	<b>28</b>		 Completed budget requests submitted to Budget Management	Finalize modifications to performance measures and workload indicators
<b>MAR</b>	<b>17-28</b>		 Meet with department directors/division managers to review budget requests	
<b>APR</b>	<b>1-30</b>		 Compile proposed budget	
	<b>11</b>	 CIP Q3, FYE 2025 (Jan 1–Mar 31, 2025)		 Performance & Benchmarking Q3, FYE 2025 (Jan 1–Mar 31, 2025)
<b>MAY</b>	<b>6</b>		 Present proposed budget (presentation and notebooks) to BOC	
	<b>20</b>		 Public Hearing on proposed budget	
<b>JUN</b>	<b>3</b>		 BOC Work Session on proposed budget	
	<b>17</b>		 Adoption of FY2025-26 Budget	
<b>JUL</b>	<b>11</b>	 CIP Q4, FYE 2025 (April 1–Jun 30, 2025)		 Performance & Benchmarking Q4, FYE 2025 (April 1–Jun 30, 2025)