

PRELIMINARY FY 2025 Budget Preparation Calendar

When	Who	What
August 5 th	Finance and County Administrator	Budget Packets Handed Out
<i>September 13th</i>	<i>Elected Officials and Departments Heads</i>	<i>Submit Budget Requests</i>
September 16 th through 30 th	Finance and County Administrator	Review budget submittals. Prepare materials for Commissioner meetings, review and revise revenue estimates as needed, balance budget
October 1 st through 11 th	County Administrator	County Administrator conducts administrative review of budget
October 15 th	County Administrator	County Administrator presents Preliminary Proposed Budget to Commissioners
October 15 th	Board of County Commissioners	Make Preliminary Proposed Budget available to the public
<i>October 29th and November 5th</i>	<i>Board of County Commissioners</i>	<i>Commissioner meetings with individual departments and agencies</i>
November 12 th	Board of County Commissioners	Conduct public hearing regarding 2025 budget in Huerfano County
November 26 th	Board of County Commissioners	Budget workshop with County Administrator and Finance to make final budget decisions
December 10 th	Board of County Commissioners	Adopt the 2025 budget and certify mill levy for Huerfano County.