

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 5<sup>th</sup> day of July, 2022:

| <u>MEMBERS:</u>                | <u>VOTE:</u> |
|--------------------------------|--------------|
| Crystal L. Vanuch, Chairman    | Yes          |
| R. Pamela Yeung, Vice Chairman | Yes          |
| Tinesha O. Allen               | Yes          |
| Meg Bohmke                     | Yes          |
| Thomas C. Coen                 | Yes          |
| Darrell E. English             | Yes          |
| Monica L. Gary                 | Yes          |

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

A RESOLUTION ADOPTING THE FISCAL YEAR (FY) 2024 BUDGET CALENDAR

WHEREAS, the FY2024 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 5<sup>th</sup> day of July, 2022, that it be and hereby does adopt the FY2024 Budget Calendar as follows, which dates and purpose of the meetings 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 2024 BUDGET CALENDAR**


| <b>Date</b>                 | <b>Purpose</b>                                |
|-----------------------------|---|
| <b><u>August</u></b>        |   |
| Friday, August 19, 2022     | CIP: All CIP Projects Due to Budget Office    |
| <b><u>September</u></b>     |   |
| Tuesday, September 13, 2022 | CIP: School Board Adopts Large CIP Priorities |

|   |   |
|---|---|
| Tuesday, September 20, 2022*  | Presentation of the preliminary FY2022 Schools and County year-end summary of financial results                                   |
| Tuesday, September 20, 2022*  | Request to appropriate County year-end encumbrances   |
| Wednesday, September 21, 2022   | CIP: Technical Review Committee (TRC) receives all CIP projects for review  |
| <b><u>October</u></b>   |   |
| September 26, 2022 – October 7, 2022  | CIP: TRC Reviews CIP requests   |
| Tuesday, October 18, 2022*  | Presentation of County and Schools FY2023 First Quarter Review  |
| Tuesday, October 18, 2022*  | Appropriation of Schools' year-end encumbrances   |
| Tuesday, October 18, 2022*  | CIP: Joint School Board and Board meeting to review School Board CIP priorities   |
| <b><u>November</u></b>  |   |
| Friday, November 4, 2022  | Schools provide TRC updated September 30 <sup>th</sup> enrollment and projections   |
| Tuesday, November 15, 2022*   | Five-Year Financial Plan (FYFP): General Fund Work Session  |
| Tuesday, November 15, 2022*   | CIP: Presentation of TRC's review of CIP projects and affordability   |
| <b><u>December</u></b>  |   |
| Tuesday, December 6, 2022   | CIP: Joint School and School Board review of TRC's review of CIP projects and affordability                                       |
| Tuesday, December 13, 2022*   | FYFP: Work Session Other Funds and General Fund direction   |
| Tuesday, December 13, 2022*   | CIP: Board provides final guidance for the FY2024-33 CIP  |
| <b><u>January</u></b>   |   |
| Tuesday, January 17, 2023*  | Presentation of the FY2023 County and Schools' Mid-Year Review  |
| <b><u>March</u></b>   |   |
| Tuesday, March 7, 2023*   | County Administrator Proposes FY2024 Operating Budget and FY2024-34 CIP   |
| Tuesday, March 14, 2023   | Budget Work Session (BWS): General Fund Revenues and Expenditures   |
| Thursday, March 16, 2023  | BWS: Follow up to March 14, 2023, if needed   |
| <b><i>March 13 – March 17, 2023 Stafford County Public Schools Spring Break</i></b> |   |
| Tuesday, March 21, 2023*  | BWS: Joint Board and School Board meeting for the School Board/staff to provide School Board's FY2024 Budget request              |
| Tuesday, March 21, 2023*  | Authorize advertisement of the FY2024 Budget, CIP, Virginia Public School Authority (VPSA), and Calendar Year (CY) 2023 Tax Rates |

|                          |   |
|--------------------------|---|
| Tuesday, March 21, 2023* | BWS: Utilities, Transportation and Other Funds                |
| Thursday, March 23, 2023 | BWS: Follow up to March 21, 2023, if needed                   |
| Tuesday, March 28, 2023  | BWS: CIP and project status                                   |
| Thursday, March 30, 2023 | BWS: Follow up to March 28, 2023, if needed                   |
| <b><u>April</u></b>      |   |
| Tuesday, April 4, 2023*  | Public Hearing FY2024 Budget, CIP, VPSA, and CY2023 Tax Rates |
| Tuesday, April 4, 2023*  | BWS: If needed  |
| Tuesday, April 11, 2023  | BWS: If needed  |
| Tuesday, April 18, 2023* | Presentation of County and Schools' Third Quarter Review      |
| Tuesday, April 18, 2023* | BWS: If needed  |
| Tuesday, April 18, 2023* | Adopt the CY2023 Tax Rates, FY2024 Budget, CIP, and VPSA      |
| <b><u>May</u></b>        |   |
| Friday, May 5, 2023      | Treasurer's Office Sends Bills to Taxpayers                   |
| <b><u>June</u></b>       |   |
| Monday June 5, 2023      | Real Estate and Personal Property Tax Bills Due               |

\*Denotes a regularly scheduled Board Meeting Day.

A Copy, teste:

  
Randy E. Vosburg  
County Administrator

REV:AML