

**RUTHERFORD COUNTY
2026-2027 BUDGET CALENDAR**

DATE	MILESTONE	DEPARTMENT OF PRIMARY RESPONSIBILITY
January 5, 2026	Presentation of Budget Calendar to Board of Commissioners	
January 2026	Begin Information Technology Strategic Plan Review	Information Technology
February 9, 2026	Have Preliminary Payroll Budget Schedule Completed	Finance
February 9, 2026	Distribute Budget Packages/Special Appropriation Agency Letters	County Manager/Finance
February 2026	Complete Information Technology Strategic Plan Review	Information Technology
February 9, 2026	Building Maintenance/Vehicle Requirements to Public Works & Planning Director	Department Heads
February 9, 2026	Information Technology Requirements to IT Director	Department Heads
February 9, 2026	Communications Requirements to E911/Communications Director (Public Safety Depts) & IT Director (Non-Public Safety Depts)	Department Heads
February 9, 2026	Certification Increases, New Positions, Reclassification Requests, and Retirements to Human Resources Director	Department Heads
February 23, 2026	Salary Information Due to Finance From Human Resources (with certification increases, new position requests, reclassifications, and retirements)	Human Resources
March 16, 2026	Have Salary/Benefits and Debt Service Complete	Finance
March 6, 2026	Budget Requests due from County Departments and Special Appropriation Agencies	Department Heads/Agencies
March 6, 2026	Property Valuation Estimates	Tax Office
March 16-31, 2026	Meet Individually with Department Heads	County Manager/Finance/HR/Depts
March 6, 2026	Distribute Special District Budget Packages	Finance/Fire Marshal
April 6, 2026	Departments Notify Finance of Changes in Budget Computer Sheets	Finance/Department Heads
April 6, 2026	County Service District Budgets Due to Fire Marshal	Fire Departments
April 10, 2026	County Service District Budgets Due to Finance	Fire Marshal
TBD - April 2026	Meeting of Board of Commissioners and Board of Education	
TBD - April 2026	Meeting of Board of Commissioners and ICC Board	
May 4, 2026	Budget Presentation to Commissioners	Commissioners/County Manager/Finance
June 1, 2026	Public Hearing - Budget	Commissioners/County Manager
June 4, 2026	Budget Adoption Meeting	Commissioners