

MEMORANDUM

June 27, 2019

TO: County Commissioners and Finance Committee

FR: Ryan D. Pelletier, County Administrator

RE: **2020 Budget Process**

After consulting with Reynold Raymond, Chair of the Finance Committee, and Paul Adams, Chair of the Board of County Commissioners, we have agreed to the following schedule for our 2020 budget process.

- Initial dept. budgets to County Administrator: 4:30 p.m. Friday, July 26, 2019
- *Organizational Meeting of Finance Committee: 11:00 a.m. Wednesday, September 11, 2019
- County Commissioners' Budget Work Session: 10:00 a.m. Tuesday, October 8, 2019
- County Commissioners' Budget Work Session: 10:00 a.m. Thursday, October 10, 2019
- *Finance Committee's Budget Work Session: 10:00 a.m. Tuesday, October 29, 2019
- *Public Hearing: 4:30 p.m. Tuesday, November 19, 2019

Finance Committee members, please pencil in the dates that are marked with an * as those meetings are the ones that require your attendance. Finance Committee members are also encouraged to attend the budget workshops when the Department Heads present their budgets to the Commissioners scheduled for October 8 and 10. Your participation is very important in maintaining the integrity of this process.

Thank you for your time and consideration and if you have any questions, please feel free to contact me.

Ryan D. Pelletier
County Administrator

pc: Sandra L. Fournier, Deputy County Administrator of Finance
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