



FY2022 CECIL COUNTY, MARYLAND OPERATING & CAPITAL BUDGET DEVELOPMENT CALENDAR (revised 2/2/2021)

Date	Event/Activity
October 1, 2020	2022 Capital Improvement Program (CIP) forms sent to County Departments and Agencies.
November 2, 2020	2022 Operating Budget forms sent to County Departments and Agencies.
November 17, 2020	Training day on input of budget directly into MUNIS general ledger for County Departments. (1:00 PM)
December 4, 2020	2022 Capital Improvement Program (CIP) Forms due to Finance.
December 18, 2020	Requests for new Information Technology, Motor Vehicles and personnel items (new positions, reclassifications, upgrades and/or reorganizations) due to Finance.
January 20, 2021	Due date for input of operating budget request into MUNIS or return of operating budget forms to Finance.
February 18, 2021	County Executive - Public Hearing for Citizen Input - 2022 Budget - Elk Room 6pm.
February 18, 2021	Submit Proposed 2022 Capital Improvement Program and Capital Budget documents to the Planning Commission.
March 1, 2021	Receipt of Cecil County Public Schools, Cecil College, and Cecil County Public Library Operating Budget Requests.
March 15, 2021	Planning Commission Meeting - 6:00pm - Elk Room.
April 1, 2021	County Executive submits Proposed Budget and Capital Improvement Program to County Council on or before April 1.
April 6 - May 18, 2021	Cecil County Council time frame to schedule hearings with County Departments & Agencies to present information and answer questions regarding their proposed budget request.
May 20, 2021	Public Hearing on Annual Budget & Appropriation Ordinance of Cecil County, Maryland at Elkton High School - 7pm.
May 25, 2021	County Council Budget deliberation worksessions (if needed)
June 1, 2021	Formal Adoption of Annual Budget & Appropriation Ordinance of Cecil County, to adopt the County Budget consisting of the Current Expense Budget for the fiscal year ending June 30, 2022, the Capital Budget for the fiscal year ending June 30, 2022 and to appropriate funds for all expenditures for the fiscal year beginning July 1, 2021 and ending June 30, 2022 - 7pm. Adoption date no later than June 15, 2021 per County Charter.
June - July	FY2022 Final Budget document prepared and distributed.