



## Budget Calendar for FY 2023-2024

January 2023		
January 10, 2023	Budget Discussion, BOCC direction and approval of Budget Calendar.	BOCC/OMB
January 27, 2023	Budget preparation information to Departments via County Intranet.	OMB
January 27, 2023	FY 2023-2024 BUDGET KICK-OFF MEETING.	Admin/OMB
January 27, 2023	Budget entry opens.	OMB
February 2023		
February 24, 2023	Personnel requests due via OnBase	Departments
March 2023		
March 21, 2023	Final day for BOCC to approve a MSTU or Special District.	Admin/BOCC/OMB
March 24, 2023	Budgets due.	Departments/OMB
April 2023		
April 3, 2023	Admin approves/denies personnel requests.	Admin/OMB
April 11, 2023	Mid-Year True Up	BOCC/OMB
April 21, 2023	Prelim Revenue Projections due.	Departments/OMB
April 21, 2023	FY 2024 CIP Project Forms due.	Departments/OMB
May 2023		
May 15-17, 2023	Departmental Budget Meetings	Departments/OMB
June 2023		
June 1, 2023	PA provides good faith estimate of assessed property values to Taxing Authorities. (F.S. 200.065[8])	PA
June 1, 2023	Submission of Constitutional Officers Budgets to BOCC. (F.S. 129.03[2])	Clerk/Sheriff/SOE
June 1, 2023	Submission of Drug Court budget request to BOCC. (F.S. 29.008[2][b][2])	Chief Judge
June 1, 2023	Submission of PA's budget request to DOR and BOCC. (F.S. 195.087[1][a])	PA
June 2, 2023	Finalize Recommended Budget 5 Year CIP.	OMB
June 6, 2023	Budget Workshop (if needed or requested)	Admin/BOCC/OMB
July 2023		
July 1, 2023	Certification of Taxable Property Values (Form DR-420) (F.S. 193.023[1] and 200.065[11])	PA
July 6, 2023	Budget Workshop to submit the Recommended Budget to the BOCC. Post Budget on Website. (F.S. 129.03[3])	Admin/BOCC/OMB
July 25, 2023	Board sets Maximum Millage Rates for 2023 and sets a date, time and place for the first public hearing (F.S. 200.065[2]4[b])	Admin/BOCC/OMB
July 28, 2023	FY 2023 Budget Carry Forwards due.	Departments/OMB
July 28, 2023	Notification to PA of prior year millage rate, current year proposed millage rate, roll back rate, date, time and place of First Public Hearing (Form DR-420) for development of TRIM notices. (F.S. 200.065[2]4[b])	OMB



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August 2023		
August 1, 2023	Submission of TC's budget request to DOR and BOCC. (F.S. 195.087[2])	TC
August 1, 2023	Budget Workshop (if necessary)	Admin/BOCC/OMB
August 11, 2023	PA's budget, BOCC comment period ends and final budget amendments from DOR due. (F.S. 195.087[1][a])	BOCC/DOR/PA
TBD	TRIM notices mailed to all property owners. (F.S. 200.065[2][b ])	PA
September-23		
September 12, 2023	First Public Hearing to adopt proposed millage and FY 2024 budget. (F.S. 200.065[2][c])	Admin/BOCC/OMB
September 12, 2023	Deadline to adopt the annual MSBU rate and assessment certification for FY 2024. (F.S. 197.3632)	BOCC/Departments
September 22, 2023	Advertisement of Budget Public Hearing Notice and Budget Summary in newspaper. (F.S. 129.03[3][b] and 200.065[2][d] and [3][1])	OMB
September 26, 2023	Second and Final Public Hearing to adopt proposed millage and FY 2024 budget. (F.S. 200.065[2][d])	Admin/BOCC/OMB
September 29, 2023	Distribute Adopted Resolutions from 2nd Public Hearing to Adopt FY 2024 millage rates and budgets. (DOR, PA and TC via TRIM System (F.S. 200.065[4])).	OMB
September 29, 2023	Submit Certification of Final Taxable Value (Form DR-422) via TRIM System. If Value Adjustment Board is not done, there will be updates later on. (F.S. 200.065[5])	PA
September 29, 2023	Complete and submit Certificate of Final Taxable Value (Form DR-422), Maximum Millage Levy Calculation (Form DR-420MM) and Certification of Compliance (Form DR-487) via TRIM System (F.S. 200.065[5])	OMB
October 2023		
October 1, 2023	FY 2023-24 Begins	
TBD	MSBU Certifications Completed	OMB/PA/TC
October 13, 2023	Annual Local Government Financial Report Due to EDR	OMB
October 20, 2023	Deadline to submit TRIM Compliance Package to D.O.R. (F.S. 200.065 and 200.069)	OMB

Admin - Administration | BOCC - Board of County Commissioners | 5 Year CIP - Capital Improvement Plan | DOR - Florida Department of Revenue | MSBU - Municipal Services Benefit Unit | MSTU - Municipal Services Taxing Unit | OMB - Office of Management & Budget | PA - Property Appraiser | SOE - Supervisor of Elections | TC - Tax Collector | TRIM - Truth in Millage

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