BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: February 15, 2006

Division: Budget & Finance

Bulk Item: Yes X No ___

Department: OMB
Contact: Penny Kipp

AGENDA ITEM WORDING:

Approval of the Fiscal Year 2007 Budget Timetable

ITEM BACKGROUND:

N/A

PREVIOUS REVELANT BOCC ACTION:

N/A

CONTRACT/AGREEMENT CHANGES:

N/A

STAFF RECOMMENDATIONS:

Approval

TOTAL COST: N/A

BUDGETED: Yes ___ No N/A

COST TO COUNTY: N/A

REVENUE PRODUCING: Yes ___ No ___ **AMOUNT PER MONTH**____ **Year** ____

APPROVED BY: County Atty N/A OMB/Purchasing X Risk Management N/A

DIVISION DIRECTOR APPROVAL: Salvatore Zappulla

DOCUMENTATION: Included X To Follow_____ Not Required_____

DISPOSITION:_____ **AGENDA ITEM #**_____

Revised 2/27/01

FISCAL YEAR 2007 BUDGET TIMETABLE

DATE	ACTIVITY
***February 15**	Regular meeting, BOCC approves budget timetable. KL
***March 7**	Board of County Commissioners Workshop for presentation and direction to staff. To be held at The Harvey Government Center 9 A.M. KW
March 23	Staff budget presentations. Presentation includes instructions to departments, discussion of budget preparation and format changes. (Marathon EOC 10 A.M.)
April 10	OMB deadline for submission- budget requests for all Internal Service Funds and departments including TDC.
April 24-28	OMB bottom line review.
May 8-12	Administrators Internal budget reviews with Divisions and OMB.
May 18	Deadline for ***final submission*** to OMB of budgets from departments.
May 31	Submission of budget requests from Sheriff, Clerk of the Court, Tax Collector, State Attorney, Property Appraiser, Housing Authority, Judicial, and Supervisor of Elections to the Administrator. This is the last date to receive input from Human Services Advisory Board.
July 1	Property Appraiser certifies Assessment of all property values on DR 420.
***July 13**	Tentative budget to be delivered at a Special Meeting (the budget must be delivered to the Commission no later than July 15th F.S. 129.03) (Harvey Government Center 2 P.M.) KW
***July 20**	Regular BOCC Meeting. Discussion of: Budget, capital improvements plan, and Proposed Millage Rates with the Board. 9 A.M. KW
***Jul. 24**	Special Meeting for discussion of Budget, capital improvements plan, and Proposed Millage Rates with the Board, and, if possible, selection of dates, times, and places for public hearings and approval to advise the Property Appraiser of proposed Millage Rates. (Marathon EOC 9 A.M.)
August 4-8	Naco Conference
August 4	Last day to advise the Property Appraiser of the Proposed Millage Rates, current year rolled-back rate and the date, time and place of the Tentative Budget Hearing.(Will have proposed millage rates to Property Appraiser by July 24th)
August 23	Last day for Property Appraiser to mail out the Notice of Proposed Property Taxes. (TRIM NOTICES)
***September 6**	Special BOCC Meeting-First public hearing 5:05 P.M. (between 65 -80 days after the property appraiser certifies the Assessment). To be held in the Lower Keys. Adoption of Tentative Budget and Millage Rate. (Cannot conflict with

*** Involves BOCC**

FISCAL YEAR 2007 BUDGET TIMETABLE

	School Board Hearing) KW
***September 13**	Special BOCC Meeting-Second public hearing 5:05 P.M. To be held in the Upper Keys. KL
***September 20**	Regular BOCC Meeting-Final public hearing 5:05 P.M, to adopt a final budget and Millage Rate. (Must be held within 15 days of First Hearing with proper advertisement of meeting). To be held in the Middle Keys. (This meeting must not conflict with School Board Hearing). MTHN

*** Involves BOCC**