

**CITY OF SANIBEL
BUDGET CALENDAR
FISCAL YEAR 2015**

Week of:	April 21 and 28, 2014	Training update on the City's budget module.
Month of:	May 2014	Departments prepare expenditure requests and enter into budget system.
Friday	May 23, 2014	Departments complete FY 2015 budgets reflecting department expenditure requests.
Wednesday	May 28, 2014	Departmental budget narratives due to the City Manager.
Mon - Fri	June 9 - 13, 2014	Individual department meetings with City Manager and Finance Director to discuss budget requests.
Month of:	June 2014	Finance aligns departmental expenditure requests with projected revenue.
Tuesday	July 1, 2014(*)	Property appraiser certifies tax roll and finance calculates proposed millage rates based on actual taxable valuation.
Friday	July 11, 2014	Finance department provides proposed FY 2015 proposed budget document to city clerk for distribution to council for July 2014 meeting.
Tuesday	July 22, 2014	9:00 a.m. - REGULAR COUNCIL MEETING - Staff presents proposed FY 2015 budget and introduction of the resolution to set the proposed tax (calendar) year 2014 millage rates and date of first public hearing.
By Monday	August 4, 2014(*)	Finance advises property appraiser of proposed millage rates; rolled-back rate and date, time and place of first public hearing.
By Friday	August 22, 2014(*)	Property appraiser mails notices of proposed property taxes and advertises the date, time and place of the first public hearing for all taxing authorities.
Saturday	September 6, 2014(*)	9:00 a.m. - COUNCIL'S FIRST PUBLIC HEARING - Discussion and adoption of tentative millage rate and tentative FY 2015 budget.
Saturday	September 13, 2014(*)	City advertises second and final public hearing in News-Press.
Tuesday	September 16, 2014(*)	5:01 p.m. - COUNCIL'S SECOND AND FINAL PUBLIC HEARING - Discussion and adoption of final millage rate and fiscal year 2015 budget.
By Friday	September 19, 2014(*)	Within 3 days of final adoption submit resolution to DOR, property appraiser and tax collector

(*) Dates mandated by state Truth In Millage (T.R.I.M.) legislation