

Tentative Budget Calendar for FY15/16 to FY16/17 Budget Year						
Date	Meeting/Item Due	Responsible	Fiscal	Dept Resp	BCC	
December, 2014						
Monday, December 01, 2014	Send out all CIP Sheets to be updated	Fiscal Services				
Monday, December 15, 2014	Budget Forms are available to Departments (posted to sharepoint); Notify Depts to begin working on their budgets	Fiscal Services	Internal			
Monday, December 15, 2014	PBB Forms are available to Departments (posted to sharepoint); Notify Depts to begin working on their PBB forms	Fiscal Services	Internal			
Tuesday, December 16, 2014	BCC Workshop - Budget Process	Gordon				
January, 2015						
January 23rd thru January 30th, 2015	1st Quarterly Business Meetings: Discuss Position Summary Lists, CIP Sheets and PBB sheets	Gordon	Internal			
Wednesday, January 07, 2015	Fiscal Review Position Budget Reports	Fiscal Services	Internal			
Wednesday, January 14, 2015	Citizen Budget Input Public Hearing, Murdock - Rm #119 6:00 pm	Gordon		External		
Friday, January 16, 2015	All CIP Sheets due to Fiscal	Departments				
Friday, January 23, 2015	All CIP Sheets completed by Fiscal					
Friday, January 23, 2015	Vehicle Inventories from Fleet.	Gordon		External		
Wednesday, January 28, 2015	Citizen Budget Input Public Hearing, Murdock - Rm #119 6:00 pm	Gordon		External		
Monday, January 26, 2015	Strategic Focus Area Review (Commissioner Retreat) -PC Beach - 1:00 p.m.	Gordon		External		
Monday, January 26, 2015	Budget forms due to Fiscal Services	Departments		External		
February, 2015						
Monday, February 09, 2015	Strategic Focus Area Review (Commissioner Retreat) -PC Beach - 1:00 p.m.					
Friday, February 06, 2015	Marine Advisory requests due to Fiscal Services	Departments		External		
Monday, February 09, 2015	PBB Sheets are due back from departments	Departments		External		
Tuesday, February 17, 2015	BCC Workshop - Budget Process Update Rm #119 1:00pm	Gordon		External		
Thursday, February 26, 2015	MSBU Public Hearing for Deep Creek - Murdock, Rm #119, 5:01 p.m.					
March, 2015						
Tuesday, March 03, 2015	Not for profits applications due (Non-Human Services)	David Johnston	Internal			
Thursday, March 12, 2015	MAC applications presented to MAC ; 9:30am Rm #119	David Johnston	Internal			
March, 2015	MSBU ERU counts due to Fiscal Services and Public Works	Deana Southwell	Internal			
March, 2015	Send out Self Insurance Allocations to Constitutionals and enter into EDEN Module	Linda Carr	Internal			
Friday, March 13, 2015	Goals due back from Departments.	Departments		External		
March 20 - April 1, 2015	2nd Quarterly Business Meetings					
March, 2015	CIP Review with Admin					
April, 2015						
April, 2015	Begin scheduling meetings with Admin to go over budget with individual departments	Linda Angelo or Kelly Louttit		External		
April, 2015	Deadline to update BOCC on operational budget (Per Charlotte County Charter)	Fiscal Services		External		
Wednesday, April 15, 2015	MSBU Budgets with rate increase due	Fiscal Services	Internal			
July, 2015						
Tuesday, July 14, 2015	Presentation of Tentative Budget - Rm #119 2:00pm	Gordon		External		
Wednesday, July 22, 2015	MSBU Public Hearing - Murdock - 5:01 p.m. Room 119	Gordon		External		
Thursday, July 23, 2015	MSBU Public Hearing - Tringali - 5:01 p.m.	Gordon		External		
Tuesday, July 21, 2015	CIP Presentation to Board, Rm #119 1:30pm	Gordon	Internal			
July 20 -31, 2015	3rd Quarterly Business Meetings					
September, 2015						
Thursday, September 10, 2015	First Budget Public Hearing 5:01 p.m., Room 119	Gordon	Internal			
Thursday, September 24, 2015	Final Budget Public Hearing 5:01 p.m., Room 119, Including CIP Ordinance Public Hearing	Gordon	Internal			
October, 2015						
October 29th, 2015 thru November 9th, 2015	4th Quarterly Business Meeting	Gordon	Internal			