

City of Sanibel
DRAFT Fiscal Year 2024 Budget Adoption Calendar

February 7, 2023	DRAFT Budget Calendar for Fiscal Year 2024 presented to City Council.
February 10, 2023	Distribute Fiscal Year 2024 Budget Calendar.
February 17, 2023	Finance distributes Capital Improvement Program (CIP) forms/guidance to Departments.
April 4, 2023	City Council discusses strategic goals for Fiscal Year 2024.
April 7, 2023	CIP Requests due to Finance by the close of business.
April 14, 2023	Finance distributes Operating Budget forms/guidance to Departments.
April 17-21, 2023	Departmental discussions with City Manager and Finance on proposed Capital Improvement Plan
May 2, 2023	City Council adopts Fiscal Year 2024 strategic goals
May 26, 2023	Initial Fiscal Year 2024 budgets reflecting department expenditure requests and narratives due to Finance.
May 29, 2023 and June 5, 2023	Individual department meetings with City Manager and Finance Director to discuss budget requests.
June 20, 2023	5:30 p.m. - CITY COUNCIL BUDGET WORKSHOP - Continued discussion of Fiscal Year 2024 budget
July 1, 2023*	Property appraiser certifies preliminary tax roll and Finance calculates proposed millage rates based on taxable valuation.
July 18, 2023	9:00 a.m. - REGULAR CITY COUNCIL MEETING - Staff presents draft FY 2024 budget and introduction of the resolution to set the proposed tax (calendar) year 2023 millage rates and date of first public hearing. City Council to set maximum millage rate.
August 1, 2023*	Finance advises property appraiser of proposed millage rates; rolled-back rate and date, time and place of first public hearing.
August 22, 2023	5:30 p.m. - CITY COUNCIL BUDGET WORKSHOP - Continued discussion of Fiscal Year 2024 budget
August 21, 2023*	Property appraiser mails notices of proposed property taxes and advertises the date, time and place of the first public hearing for all taxing authorities.
September 11, 2023	9:00 a.m. - REGULAR CITY COUNCIL MEETING - Continued discussion of Fiscal Year 2024 budget
September 11, 2023*	5:30 p.m. - CITY COUNCIL FIRST PUBLIC HEARING - Discussion and adoption of tentative millage rate and tentative FY 2024 budget.
September 14, 2023*	City advertises second and final public hearing in News-Press.
September 27, 2023*	5:30 p.m. - CITY COUNCIL SECOND AND FINAL PUBLIC HEARING - Discussion and adoption of final millage rate and final FY 2024 budget.
September 29, 2023*	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	