

**City of Belle Isle, Florida**  
**FY 2023/2024 BUDGET CALENDAR**

Date	Time	Responsible Party	Activity	Requirement Reference
June 1, 2023		Orange County Property Appraiser	OCPA provides Best Estimate of Taxable Value	Florida Statutes
June 6, 2023	6:30pm	City Council	Council provides guidance (goals) for the FY 23/24 budget	N/A
June 7 - June 20, 2023		Department Directors	Departments prepare departmental budgets	N/A
June 21, 2023		Department Directors	Departments submit departmental budget to City Manager	N/A
June 21 - June 26, 2023		City Manager & Department Directors	City Manager meets with Department Directors to discuss departmental requests	N/A
June 27 - July 6, 2023		City Manager & Finance Director	City Manager and Finance Director prepare draft budget	N/A
July 3, 2023		Finance Director	Certify Non-Ad Valorem Assessments to OCPA for TRIMs	Florida Statutes
July 7, 2023		City Manager	Draft Budget sent to Budget Committee	Resolution 19-18
July 7 - July 13, 2023		Budget Committee	Budget Committee reviews draft budget	Resolution 19-18
July 14, 2023	3:00pm	Budget Committee	Budget Committee Meeting to discuss draft budget	Resolution 19-18
July 21, 2023	3:00pm	Budget Committee	Budget Committee Meeting to discuss final changes to draft budget	Resolution 19-18
July 28, 2023		Finance Director	Proposed millage rate sent to OCPA	Florida Statutes
August 1, 2023		City Manager	City Council receives draft budget and Budget Message from City Manager	City Charter (Article V, Section 5.03)
August 15, 2023	6:00pm	City Council	City Council Budget Workshop	N/A
August 29, 2023	6:00pm	City Council	City Council Budget Workshop (Final Budget Adjustments - if necessary)	N/A
September 5, 2023	6:30pm	City Council	First Public Budget Hearing	Florida Statutes
September 15, 2023		Finance Director	Certify Non-Ad Valorem Assessments to OCPA for tax bills	Florida Statutes
September 17, 2023		Finance Director	Advertise intent to adopt a final millage and budget in newspaper	Florida Statutes
September 19, 2023	6:30pm	City Council	Second Public Budget Hearing and Adoption	Florida Statutes
October 1, 2023			Fiscal Year 2023/2024 begins	Florida Statutes