



Date: July 10, 2025

To: Mayor and Town Council

From: John Brock, Town Clerk/Deputy Town Manager

Re: Consideration and Approval: **Selection of TRIM Meeting Dates**

Objective:

To select and approve dates for the FY 2025-2026 Tentative and Final Millage and Budget Hearings

Summary:

In accordance with Florida's Truth in Millage (TRIM) requirements, the Town must set dates for two public hearings: one to adopt the tentative millage rate and budget, and another for final adoption. Staff recommends scheduling the Tentative Millage and Budget Hearing between September 10 and 18, 2025, due to Councilor Miles' announced unavailability outside this window. The earliest feasible date is preferred to allow sufficient time for public notice and preparation of final budget documents. The Final Millage and Budget Hearing may be scheduled no earlier than Monday, September 22, 2025—and only if the Tentative Hearing is held on September 10. The selected dates will be used to submit the required DR-420 and TRIM notices to the Property Appraiser and the public.

Possible Motions:

The Town Council has the following options:

Motion to select (*Insert Date and Time*) for the Tentative Millage and Budget Hearing date and time and to select (*Insert Date and Time*) for the Final Millage and Budget Hearing date and time.

Fiscal Impact:

N/A

Staff Recommendation:

Staff recommends that the Town Council approve setting the FY 2025-2026 Tentative Millage and Budget Hearing for Wednesday, September 10, 2025, at 5:05 PM, and the Final Millage and Budget Hearing for Wednesday, September 24, 2025, at 5:05 PM. These dates comply with TRIM statutory requirements and accommodate Council availability, while ensuring adequate time for public notice and preparation of final budget documentation.