

FY 2027 BUDGET CALENDAR



LEVY COUNTY
FLORIDA

Item #	Date Started	Date Completed	Task Description	Meeting Date	Meeting Description
1	2/17/2026	3/27/2026	Fin/Bud Team coordinates with HR and prepares Budgeted Position Control Management and Budgeted Benefits Management		
				4/7/2026	Budget Workshop #1 - Financial Overview & Forecast, Budget Assumptions, Set Targets, and Identify Priorities.
2	3/23/2026	4/10/2026	Department heads review and approve Next Year Personnel Forms		
3	3/23/2026	4/10/2026	Fin/Bud Director prepare Budget Workshop Deliverable #1 - Fund Balance/Net Position "Reserve" Analysis		
4	3/23/2026	4/17/2026	Department heads or designee prepare and submit Next Year Capital Budget Forms for approval		
5	2/17/2026	4/24/2026	Department heads prepare and submit Next Year Operating Expense Detail Forms and Next Year Expense Forms		
6	4/20/2026	5/8/2026	Department heads update Next Year Capital Forms as needed, based on results of Budget Workshop #1		
7	5/11/2026	5/22/2026	Fin/Bud Director prepare Budget Workshop Deliverable #2 - Preliminary Capital Improvement Plan and Position Listing & Benefits Overview		
				6/2/2026	Budget Workshop #2 - Capital Improvement Plan and Position Listing & Benefits Overview and Preliminary Assessment Updates
8	5/11/2026	5/29/2026	Fin/Bud Team (with help from various departments, as needed) prepares and submits Next Year Revenues Forms		
9		6/1/2026	Sheriff, Clerk of Court and Supervisor of Elections submit tentative budgets to BoCC (129.03(2), F.S.)		
10		6/1/2026	Property Appraiser gives courtesy notice of budget to BoCC (195.087, F.S.)		
11	5/4/2026	6/29/2026	County Manager & Fin/Bud Director meet with departments to review budget requests.		
				6/16/2026	Budget Workshop #3 - Special Meeting - Preliminary Budget Document and Meeting to adopt Preliminary Assessment Resolutions
12		7/1/2026	Property Appraiser certifies taxable value to BoCC on Form DR-420 (129.03 & 200.065, F.S.)		
13	6/22/2026	7/10/2026	Department heads update budget forms (capital, operating, expense, revenue) as applicable, based on results of Budget Workshop #3 and in collaboration with Fin/Bud Director and County Manager		
14	7/13/2026	7/17/2026	Fin/Bud Director prepare Budget Workshop Deliverable #4 - Ad Valorem Tax Analysis & Proposed Budget Book - Summary of Changes		
15	7/1/2026	7/17/2026	Fin/Bud Director prepare Proposed Budget Book		
				7/21/2026	Budget Workshop #4 - Ad Valorem Tax Analysis & Presentation of the Proposed Budget Book
16	7/24/2026	7/31/2026	Fin/Bud Director submit DR-420 and provide Property Appraiser with copy of completed submission		
17		8/1/2026	Tax Collector gives courtesy notice of budget to BoCC (195.087, F.S.)		
18	7/24/2026	8/7/2026	Department heads update budget forms (capital, operating, expense, revenue) as applicable, based on results of Budget Workshop #4 and in collaboration with Fin/Bud Director and County Manager		
19	8/10/2026	8/14/2026	Fin/Bud Director prepare Budget Workshop Deliverable #5 - Tentative Budget Book & Summary of Changes From Previous Version		
20		TBD	County advertises public hearing to adopt Annual Assessment Resolutions		
				8/18/2026	Budget Workshop #5 - Tentative Budget Book & Summary of Changes From Previous Version
21	8/31/2026	9/4/2026	Post Tentative Budget online (website) at least 2 days prior to tentative hearing; maintain posting for at least 45 days		
22	9/14/2026	9/18/2026	Publish Final TRIM hearing advertisement (must be within 15 days after tentative hearing; final hearing must occur 2-5 days after first		
23		TBD	TRIM notices mailed by Property Appraiser		
24	8/21/2026	9/4/2026	Budget Director prepares and submits agenda memos Resolutions for Proposed millage rate and Tentative budget adoption.		
25	9/10/2026	9/16/2026	Coordinate with newspaper on Final TRIM hearing advertisement (publish 9/17-9/20 for 9/22 final hearing)		
					Special Meeting (must be at least 20 days after mailing of TRIM notices) to adopt Annual Assessment Resolutions
				9/8/2026	Proposed Millage & Tentative Budget Adoption - Public Hearing (5:01PM and no School Board conflict)
26	9/11/2026	9/17/2026	Fin/Bud Director prepare and submit agenda memos public hearing Resolutions for Final millage rate and Final budget adoption		
27				9/22/2026	Final Millage & Final Budget Adoption - Public Hearing (SPECIAL evening hearing at 5:01PM; separate from AM regular meeting)
28	9/25/2026	9/29/2026	Fin/Bud Director provides the signed millage and budget adoption ordinances to TRIM, PCTC Tax Roll Support, and PCPA		
29	9/29/2026	10/2/2026	Fin/Bud Director completes and submits online the Form DR-422 and TRIM compliance package via the OASYS E-portal		
30	9/23/2026	10/22/2026	Post adopted budget online within 30 days after adoption; maintain posting for at least 2 years		