

ST. JOHNS COUNTY
TENTATIVE BUDGET CALENDAR - FISCAL YEAR 2023

DATE	PARTICIPANTS	ITEM / ACTIVITIES
January 14, 2022	OMB	13th period reconciliation of carryforward balances reflected in Capital Improvement Projects (CIP).
February 23, 2022	County Admin / OMB / All Departments	Distribution of FY 2023 - 2027 CIP Forms and instructions to departments (via email).
March 1, 2022	County Commissioners / County Admin / OMB	Commission agenda to establish FY 2023 budget guidelines
March 7, 2022	County Admin / OMB / All Departments	Budget kickoff. Distribution of Budget Instructions / Guidelines via email.
March 8, 2022	OMB / All Departments	Budget System opens for entry.
March 25, 2022	County Admin / OMB / All Departments	Deadline for submission of CIP Requests by departments to OMB.
April 7, 2022	County Admin / OMB / CIP Ranking Team	Evaluation of CIPs by Ranking Team.
April 22, 2022	All Departments / Personnel Services	Deadline for requested budgets and new positions to be entered into the budget software.
April 22, 2022	All Departments	Deadline for all FY 2023 Department Fee Schedule updates.
May 6, 2022	OMB / All Departments	Complete Preliminary Revenue Projections.
May 23, 24 & 25, 2022	County Admin / OMB / All Departments	Administrator's budget workshop with departments and agencies.
June 1, 2022	Sheriff Clerk of Court Supervisor of Elections	Deadline for submission of Constitutional Officers Budget requests unless set for May 1 by BCC (F.S. 129.03 [2]).
June 1, 2022	Property Appraiser	Estimate of assessed property values (F.S. 200.065 [8]).
June 1, 2022	Property Appraiser	Submission of Property Appraiser's budget request - to Florida Department of Revenue (D.O.R.) - to BCC (F.S. 195.087 [1][a]).
June 3, 2022	County Admin / OMB	Complete Year-end and Mid-year budget review.
June 3, 2022	OMB	Complete compilation, correction, and verification of all departmental requested budget information.
July 1, 2022	Property Appraiser	Certification of taxable property values (Form DR-420) (F.S. 193.023[1] and 200.065[11]).

ST. JOHNS COUNTY
TENTATIVE BUDGET CALENDAR - FISCAL YEAR 2023 (continued)

DATE	PARTICIPANTS	ITEM / ACTIVITIES
July 8, 2022	County Commissioners / County Admin / OMB	Submission of FY 2023 Recommended Budget Workbook to the Board of County Commissioners
July 15, 2022	Dept. of Revenue	Submission of budget amendments to Property Appraiser's budget from Florida Dept. of Revenue (D.O.R.) - to Property Appraiser - to BCC (F.S. 195.087 [1][a]).
July 19, 2022	County Commissioners / County Administrator	Submission of "Recommended Budget" and "Recommended CIP's" to the Board of County Commissioners (F.S. 129.03[3]).
August 1, 2022	Tax Collector	Submission of Tax Collector's Budget request - to Florida Dept. of Revenue (D.O.R.) - to BCC (F.S. 195.087 [2]).
August 2, 2022	County Commissioners / County Admin / OMB	Board sets Tentative Millage Rates for FY 2023 (F.S. 200.065 [2][a][4(b)]).
August 4, 2022	County Administrator / OMB / Finance	Notification to Property Appraiser of proposed millage rate, rolled back rate, date, time and place of First Public Hearing (Form DR-420) (F.S. 200.065 [2][b]).
August 12, 2022	OMB / All Departments	Deadline for submission of FY 2022 Budget Carry forwards to the FY 2023 Budget from departments and agencies.
August 15, 2022	County Commissioners / Property Appraiser / Dept. of Revenue	Property Appraiser's budget -BCC comment period ends -Final budget amendments from D.O.R. (F.S. 195.087 [1] [a]).
August 24, 2022	Property Appraiser	Mailing of Notices of Proposed Property Taxes (TRIM) (F.S. 200.065 [2][b]).
August 26, 2022	All Departments	Deadline for all FY 2023 Department Narrative Page updates.
September 6, 2022	County Commissioners / County Admin / OMB	Any changes of Non-Ad Valorem Assessment(s), such as Solid Waste Assessments, to BCC for Approval.
September 6, 2022	County Commissioners / County Admin / OMB	First Public Hearing to adopt proposed millage and FY 2023 budget (F.S. 200.065 [2][c]).
September 16, 2022	OMB	Newspaper advertisement of Second Public Hearing & Budget Summary Statement (F.S. 129.03 [3][b] and 200.065 [2][d] and [3][1]).
September 20, 2022	OMB /All Departments	Updated FY 2023 fee schedule to BCC for approval.
September 20, 2022	County Commissioners County Admin / OMB	Second and Final Public Hearing to adopt final millage and FY 2023 budget (F.S. 200.065 [2][d]).
September 23, 2022	OMB	Submit approved final millage and budget resolutions to Property Appraiser and Tax Collector (F.S. 200.065[4]).
October 19, 2022	County Admin / OMB	Submit TRIM Compliance Package to D.O.R. (Form DR-487) (F.S. 200.065 and 200.069).
December 18, 2022	County Admin / OMB	Submit application and four copies of budget for GFOA Distinguished Budget Presentation Award.