



FY 2026 BUDGET CALENDAR rev. 1.15.25

10/9/2024	CIP Kickoff Meeting with ACAs/Dept Heads
11/4/2024 1:30pm	Preliminary budget meeting with County Administrator/Chairman/Vice Chairman/CFO/Budget Manager
11/15/2024	CIP Requests Due
11/19/2024 9:00am ECR	Meet with ACAs to discuss changes for FY26 (Budget Calendar, expectations from their department)
1/8/2025 9:00am – 12:00pm ECR	Capital Planning Work Session with the CIP team and ACAs to determine project ranking
1/10/2025	Personnel Requests due to HR
1/24/2025	New Position Request Report from Katherine Mead
2/5/2025	ClearGov open for Dept Budget Entry (due 2/21/25)
2/6/2025 10:00am	ACAs, CFO, HR Director, Budget Manager to review New Position Requests
2/21/2025	Budget Entry Complete by Dept Heads in ClearGov
2/24-28/25	Meeting with ACAs to discuss their budgets as needed
3/18/2025 9:00am – 12:00pm	Review by Administration/Preparation of recommended budget
3/24-28/2025	Meeting with ACAs to discuss their budgets as needed
4/2/2025 9:00am	CIP Presentation to Administration – 9am - BIV 2 Conf. Room
4/9/2025 9:00am – 12:00pm	Budget Work Session with Council to go over countywide budget requests (Funding applications due from Outside Agencies as approved by their respective boards)
4/16/2025	Budgets Due from BMH, BJHCH and Fire Districts
4/21/2025 4:00pm	Finance, Administration, Economic Development Committee – 4pm (BMH, BJHCH, Fire Districts presenting) Full budget presentation including completed ordinances
4/24/2025 10:00am-12:00pm	Council-Administration Budget Workshop

5/11/2025	Public Hearing Notice in newspaper
5/12/2025	County Council Meeting - 6pm (1st Reading of Budget Ordinance)
5/19/2025	Finance, Administration, Economic Development Committee Meeting - 4pm (USCB, TCL, BCSD, LRTA/Palmetto Breeze presenting)
5/27/2025	County Council Meeting - 6pm (Hilton Head Branch Library) (2nd Reading & Public Hearing of Budget Ordinance)
6/9/2025	County Council Meeting - 6pm (3rd Reading of Budget Ordinance)

***Meeting content, dates and times subject to change**