



FY 2026 BUDGET CALENDAR

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, new budget software, 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
1/15/2025	Central Budget Entry OPEN - department heads can now enter budgets - due by 2/14/2025
1/24/2025	New Position Request Report from Katherine Mead
2/4/2025 9:00am – 12:00pm Council Chambers	County Council Retreat – Strategic Planning
1/27-2/14/2025	ACAs, CFO, HR Director, Budget Manager to review New Position Requests
2/14/2025	Departmental Budget Entry Due
2/18/2025- 2/28/2025	Meeting with Dept. Heads (ACAs optional) to discuss their budgets.
3/3-14/2025 9:00am – 12:00pm	Budget Work Session with Council to go over countywide budget requests
3/19/2025	Budgets due from outside agencies, First Group (Elected Officials, LRTA, Island Rec Association, Small Business Development Center, Beaufort Soil & Water Conservation District, LOCOG, KBCB)
3/24/2025 4:00pm	Finance, Administration, Economic Development Committee Meeting - 4pm (Outside entities requesting funds will be presenting – Elected Officials, LRTA, Island Rec Association, Small Business Development Center, Beaufort Soil & Water Conservation District, LOCOG, KBCB)
3/26/2025	Budgets Due from outside agencies, Second Group (USCB, TCL, BMH, BJHCH, SCDMH, DMOs, MEC, Economic Development)
3/31/2025 4:00pm Special Called	Special Called Finance, Administration, Economic Development Committee Meeting - 4pm (BMH, BJHCH, SCDMH, DMOs, MEC, Economic Development, USCB and TCL presenting) (Medical, Education, DMOs)

4/1-4/11/2025 9:00am – 12:00pm	Budget Work Session with Council to go over countywide budget requests
4/2/2025 9:00am	CIP Presentation to Administration – 9am - BIV 2 Conf. Room
4/23/2025	Budgets Due from Fire Districts and Beaufort County School District
4/28/2025 4:00pm	Finance, Administration, Economic Development Committee – 4pm (Beaufort County School District and Fire Districts presenting) Full budget presentation including completed ordinances
5/12/2024	County Council Meeting - 6pm (1st Reading of Budget Ordinance)
5/27/2025	County Council Meeting - 6pm (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**