



## **FY 2026 BUDGET CALENDAR rev. 3.6.25**

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)
2/5/2025 1:00pm	ACAs, CFO, HR Director, Budget Manager to review New Position Requests
2/21/2025	Budget due in ClearGov
2/24-28/25	Meeting with Elected Officials, ACAs, Dept Heads to discuss budgets as needed.
3/18/2025 9:00am – 12:00pm	Review by Administration/Preparation of recommended budget to include CIP
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. Elected Officials present budgets to Council.)
4/16/2025	Budgets Due from BMH, BJHCH and Fire Districts
4/21/2025 2:00pm	Finance, Administration, Economic Development Committee – 2pm (BMH, BJHCH, Fire Districts, Solicitor, Economic Development presenting) Full budget presentation including completed ordinances
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 - 2pm (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**