



**SECTION 5. CONSTITUTIONAL OFFICERS**

**5.5 BUDGET SUBMITTALS**

**A. GENERAL**

(1) Section 129.03, Florida Statutes, requires that on or before June 1, the Sheriff, Clerk of the Circuit Court, Tax Collector and Supervisor of Elections each submit to the Board of County Commissioners (BCC) a tentative budget for their respective offices for the ensuing year.

(2) Section 129.03, Florida Statutes, also states that the BCC may, by resolution, require the tentative budgets to be submitted by May 1 of each year. The BCC has determined that the May 1 time frame is preferable for adequate budget preparation.

(3) The Constitutional Officers, with the exception of the Sheriff, are required to submit tentative budgets to the BCC and shall submit tentative budgets for their respective offices on or before May 1 for the ensuing year.

(4) As a result of the Sheriff's Office having agreed to a process that would establish a target budget prior to development of a tentative budget, the Sheriff's Office shall submit its tentative budget by June 1.

(5) The Clerk of the Circuit Court, Tax Collector and Supervisor of Elections shall submit their respective tentative budgets by May 1 for the ensuing year.

**B. AUTHORITY.**

\* Resolution 90-R-49 adopted January 23, 1990

\* Resolution 2004-R-67 adopted April 13, 2004

\*Seminole County/Seminole County Sheriff's Office  
Interlocal Agreement dated June 13, 2003