

FY26 BUDGET PROCESS CALENDAR

Dates and Time	Activity	Participants
October 2024 – March 2025	Departmental Budget and Capital Improvement Plan Preparation	County Manager, Departments, Office of Management and Budget (OMB)
Tuesday, January 28, 2025 11:30 AM	BoCC Regular Board Meeting FY26 Adoption of Calendar Reminder Dates for Constitutional Officers	BoCC, County Manager, County Attorney, OMB
Tuesday, February 25, 2025 5:00 PM	Internal Service Estimates Due to OMB Fee Schedule Updates	Departments, Office of Management and Budget (OMB)
Tuesday, April 1, 2025 1:30 PM	<u>BoCC Special Board Meeting</u> Review of Budget Guidelines FY26 Adoption of Budget & Financial Policies Historical Trends Deep Dive -Solid Waste Fire Assessment	BoCC, County Manager, County Attorney, OMB
Tuesday, March 11, 2025 5:00 PM	Departmental Budgets & Requests Submitted to OMB	Departments, Office of Management and Budget (OMB)
Thursday, May 1, 2025 5:00 PM	Judicial and Constitutional Officers submit budget requests to Board of County Commissioners	
Tuesday, May 6, 2025 1:30 PM	<u>BoCC Special Budget Meeting</u> Judicial Offices <ul style="list-style-type: none"> · Court Administration · Guardian Ad Litem · Public Defender · State's Attorney · Regional Conflict Council Constitutional Officers <ul style="list-style-type: none"> · Tax Collector · Property Appraiser · Clerk of Courts · Supervisor of Elections · Sheriff 	BoCC, County Manager, County Attorney, OMB
Monday, June 2, 2025	Preliminary Property Value Estimates are delivered	Property Appraiser
Tuesday, June 10, 2025 5:00 PM	<u>BoCC Special Meeting</u> <i>County Manager Budget Presentation</i>	BoCC, County Manager, County Attorney, OMB
By Tuesday July 1, 2025	Preliminary Tax Roll is Certified	Property Appraiser
Tuesday, July 8, 2025 9:00 AM	Capital Improvement Plan Review	Financial Oversight Workgroup
Tuesday, July 8, 2025 5:01 PM	<u>BoCC Regular Meeting Action Items:</u> Set Proposed Millage Rates Set Initial Assessment Rates Hospitals Fire Stormwater Solid Waste Sugarfoot	BoCC, County Manager, County Attorney, OMB
Friday, July 11, 2025	County Manager advises Alachua County Property Appraiser of proposed millage and assessment rates	

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Tuesday, August 5, 2025	BoCC Special Budget Meeting	
11:00 AM	Assistant County Manager Public Services & Community Development Growth Management Solid Waste Public Works Office of Code Administration Community Support Services	BoCC, County Manager, County Attorney, Assistant County Manager - OMB
	Assistant County Manager – Chief Transformation Officer Court Services Equal Opportunity Office Human Resources Equity	BoCC, County Manager, County Attorney, Assistant County Manager- Chief of Staff, OMB
	Assistant County Manager – Chief of Staff Parks and Open Spaces Department	BoCC, County Manager, County Attorney, Assistant County Manager - OMB
	Information and Telecommunications Services Department UF/IFAS/AG Extension Office Visit Gainesville, Alachua County FL Economic Development Animal Resources	
Thursday, August 7, 2025	BoCC Special Budget Meeting	BoCC, County Manager, County Attorney, Assistant County Manager, OMB
11:00 AM	Assistant County Manager, Budget and Fiscal Services Budget & Fiscal Services Facilities Level of Service Performance Matrix Breakout By Focus Area Current Strategic Guide Board Focus	
	BoCC Special Budget Meeting County Attorney County Manager Community and Administrative Services Department Accreditation and Agenda Office Commission Services County Manager’s Office Communications Office Environmental Protection Department & Lands & Climate Fire Rescue	BoCC, County Manager, County Attorney, Assistant County Manager Chief of Staff OMB
Thursday, August 14, 2025	<u>Review & Finalize:</u>	BoCC, County Manager, County Attorney, Assistant County Managers, OMB
1:30 PM	County Wide Impacts Revenue Projections Fee Schedule Review Personnel-FTE Review Review CIP Changes from Tentative Budget Budget Decisions Finalized Tax Rates Finalized Assessments Finalized Millage Chart Finalized	
	<u>Action Items:</u> Adopt Fee Schedule Adopt Personnel/FTE Chart Adopt CIP Finalize Millage Rates Finalize Assessment Rates Final Budget Decisions	

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Friday, August 15, 2025	TRIM Notices mailed by this date	Property Appraiser
Tuesday, September 16, 2025 5:01 PM	1st Public Budget Hearing Action Items: Adopt FY26 Adjusted Tentative Millage Rate Adopt FY26 Adjusted Tentative Budget Adopt FY26 Final Assessments	BoCC, County Manager, County Attorney, OMB
Tuesday, September 23, 2025 5:01 PM	Final Public Budget Hearing Action Items: Adopt FY26 Final Millage Rate Adopt FY26 Final Budget	BoCC, County Manager, County Attorney, OMB