

## 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 Level of Service Performance Matrix Breakout By Focus Area Current Strategic Guide Board Focus Historical Trends Deep Dive -Solid Waste	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 10:00 AM	<u>BoCC Special Budget Meeting</u> Judicial Offices <ul style="list-style-type: none"> <li>· Court Administration</li> <li>· Guardian Ad Litem</li> <li>· Public Defender</li> <li>· State's Attorney</li> <li>· Regional Conflict Council</li> </ul> Constitutional Officers <ul style="list-style-type: none"> <li>· Tax Collector</li> <li>· Property Appraiser</li> <li>· Clerk of Courts</li> <li>· Supervisor of Elections</li> <li>· Sheriff</li> </ul>	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

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<p>Tuesday, July 8, 2025 5:01 PM</p>	<p><u>BoCC Regular Meeting Action Items:</u> Set Proposed Millage Rates Set Initial Assessment Rates Hospitals Fire Stormwater Solid Waste Sugarfoot</p>	<p>BoCC, County Manager, County Attorney, OMB</p>
<p>Friday, July 11, 2025</p>	<p>County Manager advises Alachua County Property Appraiser of proposed millage and assessment rates</p>	
<p>Tuesday, August 5, 2025 11:00 AM</p>	<p>BoCC Special Budget Meeting Assistant County Manager Public Services &amp; Community Development Growth Management Solid Waste Public Works Office of Code Administration Community Support Services</p> <hr/> <p>Assistant County Manager – Chief Transformation Officer Court Services Equal Opportunity Office Human Resources Equity</p> <hr/> <p>Assistant County Manager – Chief of Staff Parks and Open Spaces Department</p> <hr/> <p>Information and Telecommunications Services Department UF/IFAS/AG Extension Office Visit Gainesville, Alachua County FL Economic Development Animal Resources</p>	<p>BoCC, County Manager, County Attorney, Assistant County Manager - OMB</p> <hr/> <p>BoCC, County Manager, County Attorney, Assistant County Manager- Chief of Staff, OMB</p> <hr/> <p>BoCC, County Manager, County Attorney, Assistant County Manager - OMB</p>
<p>Thursday, August 7, 2025 11:00 AM</p>	<p>BoCC Special Budget Meeting Assistant County Manager, Budget and Fiscal Services Budget &amp; Fiscal Services Facilities</p> <hr/> <p>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 &amp; Lands &amp; Climate Fire Rescue</p>	<p>BoCC, County Manager, County Attorney, Assistant County Manager, OMB</p> <hr/> <p>BoCC, County Manager, County Attorney, Assistant County Manager Chief of Staff OMB</p>

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<p>Thursday, August 14, 2025 1:30 PM</p>	<p><b><u>Review &amp; Finalize:</u></b>                      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</p> <p><b><u>Action Items:</u></b>                      Adopt Fee Schedule                      Adopt Personnel/FTE Chart                      Adopt CIP                      Finalize Millage Rates                      Finalize Assessment Rates                      Final Budget Decisions</p>	<p>BoCC, County Manager, County Attorney, Assistant County Managers, OMB</p>
<p>Friday, August 15, 2025</p>	<p>TRIM Notices mailed by this date</p>	<p>Property Appraiser</p>
<p>Tuesday, September 9, 2025 5:01 PM</p>	<p>1st Public Budget Hearing Action Items:                      Adopt FY26 Adjusted Tentative Millage Rate                      Adopt FY26 Adjusted Tentative Budget                      Adopt FY26 Final Assessments</p>	<p>BoCC, County Manager, County Attorney, OMB</p>
<p>Tuesday, September 23, 2025 5:01 PM</p>	<p>Final Public Budget Hearing Action Items:                      Adopt FY26 Final Millage Rate                      Adopt FY26 Final Budget</p>	<p>BoCC, County Manager, County Attorney, OMB</p>