

FY23 Budget Process Calendar

Date and Time	Activity	Participants
October 2021 – December 2021	Departmental Budget and Capital Improvement Plan Review	County Manager, Departments, Office of Management and Budget (OMB)
January 25, 2022, 1:30pm	BoCC Special Meeting <ul style="list-style-type: none"> FY23 Adoption of Calendar Budget Guidelines Resolution for Constitutional Officers 	BoCC, County Manager, County Attorney, OMB
February 24, 2022	Department budgets, enhancement requests, internal service charges, CIP, and fee schedule changes due to Office of Management and Budget	Departments, Office of Management and Budget
March 1, 2022	Historical Trends, Revenue Trend Update provided to Commissioners	Office of Management and Budget
March 10, 2022, 1:30pm	BoCC Special Meeting <ul style="list-style-type: none"> Board Focus Issues 	BoCC, County Manager, County Attorney, OMB
April 19, 2022, 10:00am	BoCC Special Meeting <ul style="list-style-type: none"> Dept. Deep Dive – Environmental Protection Department, Level of Service Matrix, Budget Allocation Breakout by Focus Area 	BoCC, County Manager, County Attorney, OMB
April 29, 2022, by 5:00pm	Constitutional Officers submit budget requests to Board	Constitutional Officers, BoCC, County Manager, OMB
June 1, 2022	Preliminary Property Value Estimates are delivered	Property Appraiser
June 28, 2022, 10:00 am	BoCC Special Meeting <ul style="list-style-type: none"> County Manager Budget Presentation Economic Forecast 	BoCC, County Manager, County Attorney, Deputy CM, Assistant CMS, OMB
By July 1, 2022	Preliminary Tax Roll is Certified	Property Appraiser
July 12, 2022, 5:01pm	BoCC Regular Meeting Action Items: <ul style="list-style-type: none"> Set Proposed Millage Rates Set Assessment Rates 	BoCC, County Manager, County Attorney, OMB
July 14, 2022 1:30pm	Capital Improvement Plan Review	Financial Oversight Workgroup
July 15, 2022	County Manager advises Alachua County Property Appraiser of proposed millage and assessment rates	County Manager, Property Appraiser

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August 2, 2022, 10:00am	BoCC Special Budget Meeting <ul style="list-style-type: none"> Judicial Offices - Invited <ul style="list-style-type: none"> Court Administration Guardian Ad Litem Public Defender State's Attorney Regional Conflict Council Constitutional Officers - Invited <ul style="list-style-type: none"> Tax Collector Property Appraiser Clerk of Courts Supervisor of Elections Sheriff Assistant County Manager, Budget and Fiscal Services <ul style="list-style-type: none"> Budget & Fiscal Services Facilities 	BoCC, Constitutional Officers, County Manager, County Attorney, Assistant County Manager Budget & Fiscal Services, OMB
August 2, 2022, 1:30pm	BoCC Special Budget Meeting <ul style="list-style-type: none"> County Attorney County Manager <ul style="list-style-type: none"> General Government Commission Services County Manager's Office Communications Office Environmental Protection Department Fire Rescue Human Resources and Training Assistant County Manager – Chief of Staff <ul style="list-style-type: none"> Community and Administrative Services Department Accreditation and Agenda Office Career Source Equal Opportunity Office UF/IFAS/AG Extension Office Visit Gainesville, Alachua County FL Information and Telecommunications Services Department Parks and Open Spaces Department 	BoCC, County Manager, County Attorney, Assistant County Manager- Chief of Staff, OMB
August 11, 2022, 1:30pm	BoCC Special Budget Meeting <ul style="list-style-type: none"> Acting Assistant County Manager <ul style="list-style-type: none"> Growth Management Public Works Solid Waste & Resource Recovery Capital Improvement Plan 	BoCC, County Manager, County Attorney, Acting Assistant County Manager, OMB
August 15, 2022	TRIM Notices mailed by this date	Property Appraiser

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August 16, 2022, 10:00 am	BoCC Special Budget Meeting <ul style="list-style-type: none"> Deputy County Manager <ul style="list-style-type: none"> Animal Resources and Care Community Support Services Court Services Office of Code Administration Office of Sustainability, Equity, Economic and Strategic Development (SEEDS) 	BoCC, County Manager, County Attorney, Deputy County Manager, OMB
August 16, 2022, 1:30pm	BoCC Special Budget Meeting <ul style="list-style-type: none"> County Wide Impacts Revenue Projections Fee Schedule Review Personnel-FTE Review Changes from Tentative Budget Budget Decisions Finalized Tax Rates Finalized Assessments Finalized Millage Chart Finalized Action Items: <ul style="list-style-type: none"> Adopt Fee Schedule Adopt Personnel/FTE Chart Adopt CIP Finalize Millage Rates Finalize Assessment Rates Finalize Budget Decisions 	BoCC, County Manager, County Attorney, OMB
Tuesday, September 13, 2022, 5:01pm	1st Public Budget Hearing Action Items: <ul style="list-style-type: none"> Adopt FY23 Adjusted Tentative Millage Rate Adopt FY23 Adjusted Tentative Budget Adopt FY23 Assessments 	BoCC, County Manager, County Attorney, OMB
Tuesday, September 27, 2022, 5:01pm	Final Public Budget Hearing Action Items: <ul style="list-style-type: none"> Adopt FY23 Final Millage Rate Adopt FY23 Final Budget 	BoCC, County Manager, County Attorney, OMB