



# Budget Calendar for FY 2025-2026

January 2025		
January 23, 2025	Budget preparation information to Departments via County Intranet.	OMB
January 28, 2025	Budget Discussion, BOCC direction and approval of Budget Calendar.	BOCC/OMB
January 31, 2025	FY 2025-2026 BUDGET KICK-OFF MEETING.	Admin/OMB
January 31, 2025	Budget entry opens.	OMB
February 2025		
February 18, 2025	Personnel requests due via NeoGov	Departments
March 2025		
March 7, 2025	Fleet Updates Rates for the FY26 Budget	Fleet
March 12, 2025	Preliminary new CIP Projects and Updates to existing Due	Departments/OMB
March 12, 2025	Admin approves/denies personnel requests.	Admin/OMB
March 21, 2025	Final day for BOCC to approve a MSTU or Special District	Admin/BOCC/OMB
March 28, 2025	Budgets due.	Departments/OMB
April 2025		
April 8, 2025	Mid-Year True Up	BOCC/OMB
April 22, 2025	Prelim Revenue Projections due.	Departments/OMB
April 22, 2025	All CIP Project Forms and Open Gov updates due.	Departments/OMB
May 2025		
May 19-23, 2025	Departmental Budget Meetings	Departments/OMB
June 2025		
June 1, 2025	PA provides good faith estimate of assessed property values to Taxing Authorities. (F.S. 200.065[8])	PA
June 1, 2025	Submission of Constitutional Officers Budgets to BOCC. (F.S. 129.03[2])	Clerk/Sheriff/SOE
June 1, 2025	Submission of Drug Court budget request to BOCC. (F.S. 29.008[2][b][2])	Chief Judge
June 1, 2025	Submission of PA's budget request to DOR and BOCC. (F.S. 195.087[1][a])	PA
June 3, 2025	Finalize Recommended Budget 5 Year CIP.	OMB
June 10, 2025	CIP Workshop	OMB/BOCC/Departments
June 24, 2025	Non-GF Budget Line Item Review	OMB/BOCC/Departments
July 2025		
July 1, 2025	Certification of Taxable Property Values (Form DR-420) (F.S. 193.023[1] and 200.065[11])	PA
July 10, 2025	Budget Workshop, to include GF Line item review, to submit the Recommended Budget to the BOCC. Post Budget on Website. (F.S. 129.03[3])	Admin/BOCC/OMB
July 12, 2025	Submission of budget amendments to PA's budget from Florida DOR (D.O.R.) - to PA - to BCC (F.S. 195.087[1][a])	DOR
July 22, 2025	Board sets Maximum Millage Rates and sets a date, time and place for the first public hearing (F.S. 200.065[2]4[b])	Admin/BOCC/OMB
July 22, 2025	FY 2025 Budget Carry Forwards due.	Departments/OMB



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July 23, 2025	Notification to PA of prior year millage rate, current year proposed millage rate, roll back rate, date, time and place of First Public Hearing (Form DR-420) for development of TRIM notices. (F.S. 200.065[2]4[b])	OMB
<b>August 2025</b>		
August 1, 2025	Submission of TC's budget request to DOR and BOCC. (F.S. 195.087[2])	TC
August 12, 2025	Budget Workshop (if necessary)	Admin/BOCC/OMB
August 12, 2025	PA's budget, BOCC comment period ends and final budget amendments from DOR due. (F.S. 195.087[1][a])	BOCC/DOR/PA
TBD	TRIM notices mailed to all property owners. (F.S. 200.065[2][b ])	PA
<b>September 2025</b>		
September 11, 2025	First Public Hearing to adopt proposed millage and FY 2025 budget. (F.S. 200.065[2][c])	Admin/BOCC/OMB
September 11, 2025	Deadline to adopt the annual MSBU rate and assessment certification for FY 2026. (F.S. 197.3632)	BOCC/Departments
September 15, 2025	Advertisement of Budget Public Hearing Notice and Budget Summary in newspaper. (F.S. 129.03[3][b] and 200.065[2][d] and [3][1])	OMB
September 23, 2025	Second and Final Public Hearing to adopt proposed millage and FY 2026 budget. (F.S. 200.065[2][d])	Admin/BOCC/OMB
September 26, 2025	Distribute Adopted Resolutions from 2nd Public Hearing to Adopt FY 2026 millage rates and budgets. (DOR, PA and TC via TRIM System (F.S. 200.065[4])).	OMB
September 26, 2025	Submit Certification of Final Taxable Value (Form DR-422) via TRIM System. If Value Adjustment Board is not done, there will be updates later on. (F.S. 200.065[5])	PA
September 26, 2025	Complete and submit Certificate of Final Taxable Value (Form DR-422), Maximum Millage Levy Calculation (Form DR-420MM) and Certification of Compliance (Form DR-487) via TRIM System (F.S. 200.065[5])	OMB
<b>October 2025</b>		
October 1, 2025	FY 2025-26 Begins	County
TBD	MSBU Certifications Completed	OMB/PA/TC
October 14, 2025	Annual Local Government Financial Report Due to EDR	OMB
October 17, 2025	Deadline to submit TRIM Compliance Package to D.O.R. (F.S. 200.065 and 200.069)	OMB

Admin - Administration | BOCC - Board of County Commissioners | 5 Year CIP - Capital Improvement Plan | DOR - Florida Department of Revenue | MSBU - Municipal Services Benefit Unit | MSTU - Municipal Services Taxing Unit | OMB - Office of Management & Budget | PA - Property Appraiser | SOE - Supervisor of Elections | TC - Tax Collector | TRIM - Truth in Millage

Published 1/3/2025