

*City of Bay City, Texas***Fiscal Year 2025****Summary Budget Calendar**

Date	Activity	Responsible Party
March-April	Capital Planning	City Manager, Department Heads
April-May	Mailing of notices of appraised value	Matagorda County Appraisal District
May	Strategic Planning	City Council, City Manager Department Heads
May 14	Regular Council Meeting	City Council, City Manager Department Heads
May 28	Turn in budget package to Finance Director	Department Heads
May 28	Regular Council Meeting	City Council, City Manager Department Heads
June 10-14	Budget review with Department Heads	City Manager, Finance Director Department Heads
June 11	Budget Workshop- Strategic Plan Update- 5:00 PM Regular Council Meeting	City Council, City Manager Department Heads
June 18	Budget Workshop- Capital Planning – 5:00 PM	City Council, City Manager Department Heads
June 25	Budget Workshop- Review Strategic Plan- 5:00 PM Regular City Council Meeting -Approve New Strategic Plan (City Council Goals)	City Council, City Manager Department Heads
July 9	Budget Workshop–Hotel/Motel & Outside Organizations- 5:00 PM Regular Council Meeting	City Council, City Manager Department Heads
July 16	Budget Workshop- 5-year Capital Plan- 5:00 PM	City Council, City Manager Department Heads
July 25	Certification of appraisal roll	Chief Appraiser
July 25	Budget Workshop Health & Compensation- 5:00 PM Regular Meeting	City Council
August 5	Publishes no-new revenue tax rate, etc.	Matagorda County Tax Office
August 13	Budget Workshop- 5:00 PM BCCDC & Fee Schedule Regular Meeting	City Council
August 20	Budget Workshop- 5:00 PM Presentation of Budget	City Council, City Manager Department Heads
August 11	Last day to file Proposed Budget with City Secretary	Finance Director
August 27	Budget Workshop (Tentative) Regular Meeting -Discuss tax rate- Propose desired rate -Set Public Hearings on tax rate (if required) -Set Public Hearings on budget & Capital Plan	City Council
September 5	Special Called Meeting- 6:00 -Public Hearings on budget -Public Hearing on Capital Plan (Charter 10.16) -Public Hearing on tax rate (if required)	City Council
September 10	Regular Council Meeting -Approve Capital Plan -Approval of budget and tax rate ordinance -First and final reading of fee ordinance	City Council
October 1	Budget becomes effective	N/A