

Date		Activity	Party
July	1	CCPAO certifies taxable value	CCPAO
July	1	Council establishes firm workshop dates and hearing dates	City Manager, Finance Director
July	16	City Manager submits budget draft to Council	City Manager
July	22	Council establishes interim millage rate and sets dates for public hearings	Council, City Manager, Depts
August	4	Finance certifies interim millage rate and 1st hearing date.	Finance Director
August	7	8AM budget workshops	Council, City Manager, Depts
August	12	8AM budget workshops - review/complete any unfinished budget issues	Council, City Manager, Depts
August	22	Estimated Date: TRIM notices mailed to taxpayers	CCPAO
August	25	Tentative budget put on City Website to announce public hearings dates	Finance Director
September	3	First hearing on millage, budget and CIP	Council, City Manager, Depts
September	11	Advertisement of the final millage and budget in Clay Today (final hearing must be held 2 and 5 days after advertisement)	Finance Director
September	16	Final hearing of millage, budget and CIP	Council, City Manager, Depts
September	19	Deadline to forward ordinance adopting millage rate to Property Appraiser, Tax Collector, and Department of Revenue	Finance Director
September	19	Post budget on City website	Finance Director
October	10	Within 3 days of receiving notice of final adjusted tax roll, Deadline to certify form DR-422 to PPCAO (no later than 10/13)	Finance Director
October	15	Deadline to forward Certificate of Compliance (DR-487) to Department of Revenue within 30 days after final hearing	Finance Director