



Budget and Tax Rate Calendar Fiscal Year 2022-2023

Responsible Party	Date	Action
Regular Council Meeting	Wednesday, May 18	Vote to approve proposed budget and tax rate calendar
Finance	Thursday, May 19	Distribute budget worksheets to staff
Finance/Staff	Tuesday, May 24 to Friday, May 27	Week to meet with staff on their budgets
Regular Council Meeting	Wednesday, June 15	Budget Workshop – Present base budget of the General Fund to the City Council. Open period to receive General Fund exceptional items from the City Council.
Council Members	Tuesday, July 5	Exceptional items for General Fund are due from City Council.
Regular Council Meeting	Wednesday, July 20	Budget Workshop – Exceptional items from General Fund are presented and reviewed. Present base budgets for all other Funds. Open period to receive exceptional items for all other funds from the City Council. Vote to set date for Budget Public Hearing. Vote to set a date for a public hearing on the proposed tax rate.
Finance	Monday, July 25	Receive certified estimate from TCAD
Admin	Monday, July 25	Communicate to Travis County that we will be using the certified estimate
Finance / Admin	Friday, August 5	Website notice 50-212 Submit no new revenue and voter approval tax rates to City Council.
Council Members	Monday, August 8	Exceptional items for all other funds are due from City Council.
Finance	Monday, August 15	File draft budget with City Secretary
Finance	Tuesday, August 23	Send notice of public hearings to Picayune
Regular Council Meeting	Wednesday, August 17	Budget Workshop – Discuss impact of different tax rates and present the amount of money for exceptional items. Hold public hearing on the budget. Hold public hearing on the tax rate Vote to postpone the final vote on the Budget to 9/15 Vote on the proposed tax rate Vote to postpone the final vote on the tax rate to 9/15.
Newspaper	Thursday, September 1	Ad for Public Hearings to run in the Picayune
Regular Council Meeting	Wednesday, September 21	Budget Workshop – Present final decision document and vote on exceptional items. Vote to amend the 2020-2021 budget (if necessary). Hold Public Hearing on Proposed Budget Vote to adopt Proposed Budget Hold Public Hearing on the Tax Rate Vote to adopt the Tax Rate