



### Budget and Tax Rate Calendar for Fiscal Year 2023-2024

Responsible Party	Date	Action
Admin	Wednesday, May 10	Distribute budget worksheets and 6 Month Expense Report to staff
<b>Regular Council Meeting</b>	<b>Wednesday, May 17</b>	Vote to approve proposed budget and tax rate calendar
Finance / Staff	Monday, May 22 to Friday, May 26	Week to meet with staff on their budgets
<b>Regular Council Meeting</b>	<b>Wednesday, June 21</b>	Budget Workshop – Present base budget of all funds to the City Council. Open period to receive all fund exceptional items from the City Council.
<b>Council Members</b>	<b>Monday, July 3</b>	<b>Exceptional items for all funds are due from City Council.</b>
<b>Regular Council Meeting</b>	<b>Wednesday, July 19</b>	Budget Workshop – Exceptional items from all funds are presented and reviewed. Present Initial Revenue Estimates. Vote to set date for Budget Public Hearing (May postpone to August). Vote to set a date for a public hearing on the proposed tax rate (May postpone to August).
Finance	Tuesday, July 25	Receive certified estimate from TCAD
Finance / Admin	Friday, August 4	Website notice 50-212
<b>Special Council Meeting</b>	<b>TBD (August 7-9)</b>	Submit no new revenue and voter approval tax rates to City Council Set Public Hearing on the Budget and Tax Rate for September 20, 2023 City Council Meeting. Set the Proposed Ad Valorem Tax Rate Postpone final vote on the Ad Valorem Tax Rate to September 20, 2023 City Council Meeting.
<b>Regular Council Meeting</b>	<b>August 16</b>	Discuss impact of different tax rates and present the amount of money for exceptional items. Present Final Revenue Projections and estimated beginning balance.
Finance / Admin	Friday, August 18	File the Propopsed budget with the City Secretary and post it to the website
Finance / Admin	Thursday, August 31	Send notice of public hearings to Austin American Statesman
Newspaper	Thursday, September 7	Notice of Budget Public Hearing runs in the Newspaper
Newspaper	Wednesday, September 13	Notice of Tax Rate Public Hearing runs in the Newspaper + Posted on Website
<b>Regular Council Meeting</b>	<b>Wednesday, September 20</b>	Budget Workshop – Present final decision document and vote on exceptional items. Vote to amend the 2022-2023 budget (if necessary). Hold Public Hearing on Proposed Budget Vote to adopt Proposed Budget Hold Public Hearing on the Tax Rate
<b>Special Council Meeting</b>	<b>TBD (September 28-29)</b>	Vote to adopt the Tax Rate