



Budget and Tax Rate Calendar for 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
Council Members	Monday, August 8	Exceptional items for all other funds are due from City Council.
Special Council Meeting	Wednesday, August 10	Submit no new revenue and voter approval tax rates to City Council Set Public Hearing on the Budget and Tax Rate for September 21, 2022 City Council Meeting. Set the Proposed Ad Valorem Tax Rate Postpone final vote on the Ad Valorem Tax Rate to September 21, 2022 City Council Meeting.
Regular Council Meeting	Wednesday, August 17	Budget Workshop – Present Non-General Fund Exceptional Items. Discuss impact of different tax rates and present the amount of money for exceptional items. Present Revenue Projections.
Finance / Admin	Friday, August 19	File the Propopsed budget with the City Secretary and post it to the website
Finance / Admin	Thursday, September 1	Send notice of public hearings to Picayune
Newspaper	Thursday, September 8	Notice of Budget Public Hearing runs in the Newspaper
Newspaper	Monday, September 12	Notice of Tax Rate Public Hearing runs in the Newspaper + Posted on Website
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
Special Council Meeting	Tuesday, September 27	Vote to adopt the Tax Rate