



Budget Calendar FY 19

DAY	TIME	DATE	ITEM	NOTES
Friday		6/8/2018	Budget requests due to ACM	All department final expenditure requests due.
		6/11-15/2018	Budget review meetings	Budget review meetings with City Manager and Dept heads
Friday		6/29/2018	Draft due to City Manager	Working draft of line item budget provided to City Manager
Monday	6:30 p.m.	7/23/2018	Budget Work Session	City Manager presents preliminary budget to Council
Tuesday		7/25/2018	TCAD Certification due	
Monday	2:00 p.m.	8/6/2018	Budget Work Session & Propose Tax Rate	Propose tax rate & discuss budget; if proposed tax rate will exceed the effective tax rate, vote on a proposal to adopt a "desired" rate and schedule 2 public hearings.
Thursday		8/9/2018	Publish <i>Notice of Proposed Tax Rate</i>	This notice must be published by September 1. This is the only notice required and announces dates & times of the 2 required public hearings.
Friday	5:00 p.m.	8/17/2018	City Manager submits Proposed Budget	Contains proposed rate (need to file with City Secretary at least 30 days before Council adopts) City Charter Sec. 8.2
Monday	2:00 p.m.	8/20/2018	Public Hearing & Work Session	1st Public Hearing on tax rate - The above notice must be published at least 7 days prior to this meeting.
Monday	6:30 p.m.	9/10/2018	Public Hearing	2nd Public Hearing on tax rate and public hearing on the budget
Monday	6:30 p.m.	9/17/2018	Regular Council Meeting to adopt budget and tax rate	Consider approving ordinance for adoption of the FY18 budget & tax rate
<p><i>Notes:</i> The City must follow a strict timetable once it holds the two hearings regarding a tax increase. The meeting to vote on the tax rate must take place no less than 3 days and no more than 14 days after the second public hearing. The City must adopt a tax rate by September 30, 2018.</p>				



- - Council Meeting/Public Hearing Dates
- - Notices Due To/From Third Parties
- ▲ - City Staff Deadlines

