

Budget Calendar



Fiscal Year 2024

May 2023

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March 7	Approve budget calendar for Fiscal Year October 1, 2023— September 30, 2024 (FY24)
April 20	Request forms due to Building Maintenance and MIS
April 27	Deadline for budget requests to be submitted (LGC §111.005)
May 2	Commissioners Court Workshop to discuss priorities for budget
May 23	Determine Salary Grievance Committee (LGC §152.014), and request Grand Jury listing from the District Clerk
May 25	Distribute Requested Budget to Commissioners Court
May 30 – June 7	County Judge meets with Elected Officials / Department Heads to review budget
June 6	Select Grievance Committee and notify members of committee (LGC §152.015) Commissioners Court Workshop—review capital projects, major expenditures and priorities
July 25	Chief Appraiser to certify appraisal rolls (Tax §26.01)
August 3	County Judge’s Proposed Budget provided to Commissioners
August 7	Post calculated tax rates on homepage of County website (Tax §26.04(e)) <i>Note: Posted “By August 7th or as soon thereafter as practicable”.</i>
August 7-9	WORKSHOPS to review FY24 Budget with Commissioners Court
August 8	Approve publication of proposed increases of salaries, expenses or allowances for elected county or precinct officials and approves publication
August 13	<i>Publish in a newspaper of general circulation in the county a notice of any elected county or precinct officials salaries, expenses or allowances that are proposed to be increased; and the amount of the proposed increase (LGC§152.013) Note: Must be published 10 days prior to meeting.</i>
August 15	County Judge file Proposed Budget with the County Clerk Not later than August 15, the county judge shall file a copy of the proposed budget with the county clerk. (LGC §111.006)
August 15	Record Proposed Budget with Commissioners Court Set Proposed Tax Rate, post Notice on homepage of County’s website (Tax §26.065)
August 20	<i>Publish “Notice of Public Hearing on FY24 Budget” 10-30 days before the hearings (Public Hearing 9/05/2023) (LGC §111.0075)</i> <i>Publish “Notice of Public Hearing on Tax Rate Increase” if necessary (Public Hearing 9/05/2023) (Tax §26.06)</i>
August 21	Date by which Proposed Tax Rate must be adopted if it exceeds “Voter-Approval Rate” (3.5% over “No-New Revenue Rate”) TAX §26.05(a) and notify Elections to place on General Election Ballot (Elections §201.054) <i>Note: Must be done 78 days before November 2nd election—November 7, 2023</i>
September 5	Set salaries, expenses, and allowances of the elected county and precinct officers (Notify elected officials of salary; protests must be received by the County Judge within 9 days) (LGC §152.013)
September 5	Ratify the increase, in the county’s FY24 Budget, in revenue from property taxes which will be more than the previous year (LGC §111.008c) PUBLIC HEARING on FY24 Budget; at conclusion adopt FY24 Budget (LGC §111.007, §111.008) PUBLIC HEARING (if needed) on the 2023 Tax Rate (Tax §26.06 Notice must be published 5 days prior to the meeting) VOTE to adopt tax rate

○ - Denotes Commissioners Court Dates

Note: LGC refers to the Texas Local Government Code