

# Budget Calendar



# Fiscal Year 2025

May 2024						
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 2024						
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 2024						
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 2024						
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 2024						
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					

April 9	Approve budget calendar for Fiscal Year October 1, 2024— September 30, 2025 (FY25)
May 3	Request forms due to Building Maintenance and/or MIS.
May 7	9:00 am Commissioners Court Workshop to discuss priorities for budget
May 30	Request forms due to Human Resources. <b>Deadline for budget requests to be submitted (LGC §111.005)</b>
June 4	Determine Salary Grievance Committee (LGC §152.014), and request Grand Jury listing from the District Clerk
June 11	Distribute Requested Budget to Commissioners Court
June—July	County Judge or Commissioners Court meets with Elected Officials / Department Heads to review budget
June 18	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 2	County Judge’s Proposed Budget provided to Commissioners
August 5-7	<b>WORKSHOPS to review FY25 Budget with Commissioners Court</b>
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 13	Approve publication of proposed increases of salaries, expenses or allowances for elected county or precinct officials and approves publication  Set Proposed Tax Rate, post Notice on homepage of County’s website (Tax §26.065)
August 15	County Judge files Proposed Budget with the County Clerk <i>Not later than August 15 (LGC §111.006)</i>
August 18	<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>  <i>Publish “Notice of Public Hearing on FY25 Budget” 10-30 days before the hearings (Public Hearing 9/03/2024) (LGC §111.0075)</i>  <i>Publish “Notice of Public Hearing on Tax Rate Increase” if necessary (Public Hearing 9/03/2024) (Tax §26.06)</i>
August 19	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 5, 2024 election</i>
August 20	Record Proposed Budget
September 3	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 5 days) (LGC §152.013)  Ratify the increase, in the county’s FY25 Budget, in revenue from property taxes which will be more than the previous year (LGC §111.008c) <b>PUBLIC HEARING on FY25 Budget; at conclusion adopt FY25 Budget (LGC §111.007, §111.008)</b>  <b>PUBLIC HEARING (if needed) on the 2024 Tax Rate (Tax §26.06 Notice must be published 5 days prior to the meeting)</b> <b>VOTE to adopt 2024 Tax Rate</b>

- -Commissioners Court Dates
- -Workshop Dates
- -County Holidays