

Summary Budget Calendar

Date	Activity	Responsible Party
March	Capital Planning	City Manager, Department Heads
April-May	Mailing of notices of appraised value	Matagorda County Appraisal District
April 8	Budget Workshop- Capital Planning – 4:00 PM – Public Works	City Council, City Manager Department Heads
April 22	Budget Workshop- Capital Planning – 4:00 PM - Parks	City Council, City Manager Department Heads
April 25	Turn in budget package to Finance Director	Department Heads
May 13	Budget Workshop- Capital Planning- 4:00 PM-Airport Layout Plan Regular Council Meeting	City Council, City Manager Department Heads
May 27	Budget Workshop- Capital Planning- 4:30 PM RR Quiet Zone Regular Council Meeting	City Council, City Manager Department Heads
June 9-20	Budget review with Department Heads	City Manager, Finance Director Department Heads
June 10	Budget Workshop- Capital Planning- 4:30 PM – Public Safety Building Regular Council Meeting	City Council, City Manager Department Heads
June 24	Budget Workshop- Strategic Plan Update – 5:00 PM Regular Council Meeting	City Council, City Manager Department Heads
July 8	Budget Workshop–Hotel/Motel & Outside Organizations- 5:00 PM Regular Council Meeting	City Council, City Manager Department Heads
July 22	Budget Workshop Health & Compensation- 5:00 PM Regular Meeting	City Council
July 25	Certification of appraisal roll	Chief Appraiser
August 6	Publishes no-new revenue tax rate, etc.	Matagorda County Tax Office
August 12	Budget Workshop- 5:00 PM BCCDC & 5-Year Capital Plan Regular Meeting	City Council
August 19	Budget Workshop- 4:00 PM Presentation of Budget	City Council, City Manager Department Heads
August 23	Last day to file Proposed Budget with City Secretary	Finance Director
August 26	Budget Workshop – 5:00 PM Tax Rates & Fee Schedule Regular Meeting -Discuss tax rate- Propose desired rate -Set Public Hearings on tax rate (if required) -Set Public Hearings on budget & Capital Plan	City Council
September 16	Special Called Meeting- TBD -Public Hearings on budget -Public Hearing on Capital Plan (Charter 10.16) -Public Hearing on tax rate (if required)	City Council
September 23	Regular Council Meeting -Approve Capital Plan -Approval of budget and tax rate ordinance -First and final reading of fee ordinance	City Council
October 1	Budget becomes effective	N/A