

Revised FY 2022 Budget Calendar



Guadalupe County, Texas

May 2021

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June 2021

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July 2021

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August 2021

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September 2021

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Note: LGC refers to the Texas Local Government Code

○ - Denotes Commissioners Court Dates

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| March 30 | Approve the budget calendar for Fiscal Year 2021-2022 (FY22) |
| March 30 | Department Head Meeting / State of the County |
| April 29 | Request forms due to Building Maintenance and MIS |
| May 13 | Deadline for budget requests to be submitted (LGC §111.005) |
| May 27 | Distribute Requested Budget to Commissioners Court |
| June 1 | Determine Salary Grievance Committee (LGC §152.014), and request Grand Jury listing from the District Clerk |
| June 1 | Commissioners Court Workshop to discuss priorities for budget |
| June 17-30 | County Judge meets with Elected Officials / Department Heads to review budget |
| June 22 | Select Grievance Committee and notify members of committee (LGC §152.015) |
| July 13 | Commissioners Court Workshop—review capital projects, major expenditures, priorities |
| July 26 | Chief Appraiser to submit certified appraisal roll (Tax §26.01) (Certification date, July 25, 2021 is a Sunday) |
| August 10 August 3 | Approve publication of proposed increases of salaries, expenses or allowances for elected county or precinct officials and approves publication |
| August 4 | County Judge's Proposed Budget provided to Commissioners |
| August 7 | Post calculated tax rates on homepage of County website (Tax §26.04(e)) Note: Posted "By August 7th or as soon thereafter as practicable". |
| August 15 August 8 | 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. |
| August 9-11 | WORKSHOPS to review FY22 Budget with Commissioners Court |
| August 31 August 13 | File proposed budget with County Clerk and make it available for public inspection at least 15 days prior to public hearing (LGC §111.006) |
| August 16 | 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) Note: Must be done 78 days before November 2nd election. |
| August 31 August 17 | Record the proposed budget by the Commissioners Court |
| August 31 August 17 | Set Proposed Tax Rate, post Notice on homepage of County's website (Tax §26.065) |
| September 5 August 22 | Publish "Notice of Public Hearing on FY22 Budget" 10-30 days before the hearings (Public Hearing 9/21/2021) (LGC §111.0075) Publish "Notice of Public Hearing on Tax Rate Increase" if necessary (Public Hearing 9/21/2021) (Tax §26.06) |
| August 31 August 24 | 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 21 September 7 | Ratify the increase, in the county's FY22 Budget, in revenue from property taxes which will be more than the previous year (LGC §111.008c) PUBLIC HEARING on FY22 Budget; at conclusion adopt FY22 Budget (LGC §111.007, §111.008) PUBLIC HEARING on the 2021 Tax Rate, at conclusion adopt tax rate (Tax §26.06, LGC §111.010) |