



# Hays County

## FY 2024 Budget Calendar

### March 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			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	

### May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					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 2023

March 20th	Budget notification sent to all departments
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### MAY 2023

May 15th	Department deadline for entering Requested Budget into NWS financial software
May 15th - June 20th	Budget Office will review all department requests, import all salary data and create personnel and capital equipment schedules

### JUNE 2023

June 20th	Notification sent to County Judge and Commissioners that requested budgets are completed
June 21st - July 24th	Budget Office prepares recommended budget and meets with court members and department heads as needed

### JULY 2023

July 25th	Chief appraiser certifies approved appraisal roll
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### AUGUST 2023

August 1st	Budget Office presents recommended budget to Commissioners Court and files a copy with the County Clerk and on website
August 8th	Budget workshop - 11:00 a.m. Commissioners Court
August 11th	Public Notice for Public Hearing on Proposed Budget (at least 10 days but no more than 30 days before public hearing)
August 15th	Budget workshop - 11:00 a.m. Commissioners Court
August 22nd	1:00 p.m. Public Hearing on Proposed Budget, Vote on proposed tax rate and proposed budget; schedule public hearings on the tax rate and budget (prior to Sept 1)
August 25th	Publish notice of public hearings on tax increase (if needed); budget notices emailed to Elected Officials'; Publish Elected Officials' salaries and summary of budget; Publish notice of hearing on budget (by Sept 1 or 30 days after certified values are received)

### SEPTEMBER 2023

September 5th	11:00 a.m. Public hearing on tax rate at least 7 days after public notice))
September 19th	1:00 p.m. Public Hearing on the FY 2024 Budget
	Set salaries of Elected Officials
	Adopt budget after making final changes
	Set tax rate and levy taxes (at least 3 days but no more than 14 days after public hearing)
September 30th	File final approved budget with County Clerk