

**FORT BEND COUNTY
BUDGET CALENDAR
FOR FISCAL YEAR 2021**

| Month | Stage | Budget Office | Departments | Commissioners Court |
|----------|-------------|---|--|--|
| January | PRELIMINARY | Jan 2-5: Review and Amend Budget Policy | | Jan. 7: 2020 Budget Policy adopted |
| February | | Feb. 10-18: Power Plan Training | Feb. 10-18: Power Plan Training | |
| | | Feb. 14: Budget Kick-off Meetings | Feb. 14: Budget Kick-off Meetings | |
| March | REQUEST | Feb. 17: Budget Office Releases Power Plan for users to begin 2020 budget requisitions | Feb. 17: Departments begin entering budget requests into Power Plan | |
| April | | April 3: Budget Office closes Power Plan (Budget Requests Due) | April 3: Budget Requests Due | |
| | | April 10: Budget Office distributes budget requests to Commissioners | April 09: Capital Improvement Project Requests are due | April 10: Budget Office distributes budget requests to Commissioners |
| | | April 20: Budget Office meets with Building & Space Committee to review CIP | | |
| May | | May 4-6: Preliminary Budget Hearings | May 4-6: Preliminary Budget Hearings | May 4-6: Preliminary Budget Hearings |
| | | May 13-15: CIP Workshops (Special Meeting) | May 13-15: CIP Workshops (Special Meeting) | May 13-15: CIP Workshops (Special Meeting) |
| June | RECOMMENDED | June: Budget Office analyzes budget requests and prepares a recommended budget | | |
| July | | July 2: Recommended Budgets are distributed to Offices and Departments | July 2: Recommended Budgets are distributed to Offices and Departments | |
| | | July 8-14: Budget Meetings | July 8-14: Budget Meetings | |
| | | July 25: Last day for chief appraiser to certify appraisal roll to each taxing unit (Tax Code sec. 26.01) | | |
| | | July 27-29: Final Budget Hearings | July 27-29: Final Budget Hearings | July 27-29: Final Budget Hearings |
| | | July 29: Submit Agenda Request for Aug. 4 Court | | |
| August | PROPOSED | Aug. Budget Office finalizes the Budget for Proposal | | Aug. 4: Commissioners Court 1. Propose a Tax Rate (Court must take record vote) 2. Set Public Hearings on a tax increase. Aug. 26 @ 5:30 p.m. and Sept. 1 @ 1:00 p.m. 3. Set Public Hearing on the Proposed Budget for Fort Bend County and Fort Bend |

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| September | PROPOSED | | | County Drainage District. Sept. 03 @ 5:30 p.m. and Sept. 08 @ 1:00 p.m. 4. Propose Salaries for Elected Officials |
| | | Aug. 6: Submit legal Notice of Property Tax Rates, Public Hearing on Proposed Budgets, and Elected Officials Proposed Salaries to the County Clerk's Office. | | |
| | | Aug. 6: Send out Salary Notification Letters to Elected Officials | | |
| | | Aug. 12: Legal Notices published in local newspaper (No later than Aug. 21) | | |
| | | | | Aug. 26: 1st Public Hearing on Proposed Tax Increase for FBC and FBC Drainage @ 5:30 p.m. |
| | | Sept. 1: Proposed Budget is filed with County Clerk and County Auditor. | | Sept. 1: 2nd Public Hearing on Proposed Tax Increase for FBC and FBC Drainage @ 1:00 p.m. |
| | | Sept. 2: Submit Agenda request for Sept. 08 Court | | |
| | ADOPTED | | | Sept. 03: 1st Public Hearing on Proposed FBC 2021 Budget and FBC Drainage District 2021 Budget @ 5:30 p.m. |
| | | | | Sept. 08: Commissioners: 1. Hold 2nd Public Hearing on Proposed FBC 2021 Budget and FBC Drainage District 2021 Budget 2. Adopt Proposed Positions for FBC and FBC Drainage District. 3. Adopt Salaries for FBC Elected Officials 4. Adopt the 2021 Budgets for FBC and FBC Drainage District 5. Adopt the 2020 Tax Rate for FBC and FBC Drainage District |