

**FORT BEND COUNTY
BUDGET CALENDAR
FOR FISCAL YEAR 2024**

Month	Stage	Budget Office	Departments	Commissioners Court
January	PRELIMINARY	Jan 2-4: Review and Amend Budget Policy		Jan. 24: 2024 Budget Policy adopted
February		Feb. 6-14: Power Plan Training	Feb. 6-14: Power Plan Training	
		Feb. 10: Budget Kick-off Meetings	Feb. 10: Budget Kick-off Meetings	
March April May	REQUEST	Feb. 13: Budget Office Releases Power Plan for users to begin 2024 budget requisitions	Feb. 13: Departments begin entering budget requests into Power Plan	
		March 31: Budget Office closes Power Plan (Budget Requests Due)	March 31: Budget Requests Due	
		April 14: Budget Office distributes budget requests to Commissioners	April 14: Capital Improvement Project Requests are due	April 14: Budget Office distributes budget requests to Commissioners
		May 1-3: Preliminary Budget Workshop	May 1-3: Preliminary Budget Workshop	May 1-3: Preliminary Budget Workshop
		May 4-5: CIP Workshop	May 4-5: CIP Workshop	May 4-5: CIP Workshop
June	RECOMMENDED	June: Budget Office analyzes budget requests and prepares a recommended budget		
July		July 7: Recommended Budgets are distributed to Offices and Departments	July 7: Recommended Budgets are distributed to Offices and Departments	
		July 11-14: Budget Meetings	July 11-14: Budget Meetings	
		July 25: Last day for chief appraiser to certify appraisal roll to each taxing unit (Tax Code sec. 26.01)		
		July 26-28: Final Budget Hearings	July 26-28: Final Budget Hearings	July 26-28: Final Budget Hearings
August	PROPOSED	Aug. Budget Office finalizes the Budget for Proposal		
		Aug. 2: Submit Agenda Request for Aug. 08		Aug. 08: Commissioners Court 1. Propose a Tax Rate (Court must take record vote) 2. Set Public Hearings on a tax increase Sept. 12 @ 1:00 p.m. 3. Set Public Hearing on the Proposed Budget for Fort Bend County and Fort Bend County Drainage District. Sept. 11 @ 5:30 p.m. and Sept. 12 @ 1:00 p.m. 4. Propose Salaries for Elected Officials

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August	PROPOSED	Aug.09: Submit legal Notice of Property Tax Rates, and Public Hearing on Proposed Budgets, to the County Clerk's Office for newspaper publication.		
		Aug. 09: Send out Salary Notification Letters to Elected Officials		
		Aug. 15: Legal Notices published in local newspaper (No later than Sept. 3)		
		Sept. 5: Proposed Budget is filed with County Clerk and County Auditor.		
September				
September	ADOPTED	Sept. 6: Submit Agenda request for Sept.12 Court		Sept. 11: Hold 1st Public Hearing on the Proposed FBC and Drainage District 2024 Budget.
				Sept. 12: Commissioners Court: 1. Hold 2nd Public Hearing on Proposed FBC 2024 Budget and FBC Drainage District 2024 Budget 2. Hold Public Hearing on the Tax Increase for FBC and FBC Drainage District 3. Adopt Proposed Positions for FBC and FBC Drainage District. 4. Adopt Salaries for FBC Elected Officials 5. Approve 2024 Fleet Management for FBC and FBC Drainage 6. Approve 2024 Take Home Vehicles for FBC and FBC Drainage District 7. Adopt the 2023 Tax Rate for FBC and FBC Drainage District 8. Adopt the 2024 Budgets for FBC and FBC Drainage District