

**FORT BEND COUNTY  
BUDGET CALENDAR  
FOR FISCAL YEAR 2023**

Month	Stage	Budget Office	Departments	Commissioners Court
January February	PRELIMINARY	Jan 3-5: Review and Amend Budget Policy		Jan. 11: 2023 Budget Policy adopted
		Feb. 7-15: Power Plan Training	Feb. 7-15: Power Plan Training	
Feb. 11: Budget Kick-off Meetings		Feb. 11: Budget Kick-off Meetings		
March April	REQUEST	Feb. 14: Budget Office Releases Power Plan for users to begin 2023 budget requisitions	Feb. 14: Departments begin entering budget requests into Power Plan	
		April 1: Budget Office closes Power Plan (Budget Requests Due)	April 1: Budget Requests Due	
April 8: Budget Office distributes budget requests to Commissioners		April 8: Capital Improvement Project Requests are due	April 8: Budget Office distributes budget requests to Commissioners	
May 2-4: Preliminary Budget Workshop		May 2-4: Preliminary Budget Workshop	May 2-4: Preliminary Budget Workshop	
May 5-6: CIP Workshop		May 5-6: CIP Workshop	May 5-6: CIP Workshop	
June July	RECOMMENDED	June: Budget Office analyzes budget requests and prepares a recommended budget		
		July 8: Recommended Budgets are distributed to Offices and Departments	July 8: Recommended Budgets are distributed to Offices and Departments	
July 12-19: Budget Meetings		July 12-19: 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 28-28: Final Budget Hearings	
August	PROPOSED	Aug. Budget Office finalizes the Budget for Proposal		
		Aug. 2: Submit Agenda Request for Aug. 09		Aug. 09: Commissioners Court 1. Propose a Tax Rate (Court must take record vote) 2. Set Public Hearings on a tax increase Sept. 13 @ 1:00 p.m. 3. Set Public Hearing on the Proposed Budget for Fort Bend County and Fort Bend County Drainage District. Sept. 12 @ 5:30 p.m. and Sept. 13 @ 1:00 p.m. 4. Propose Salaries for Elected

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August	PROPOSED	Aug. 10: Submit legal Notice of Property Tax Rates, and Public Hearing on Proposed Budgets, to the County Clerk's Office for newspaper publication.		Officials
		Aug. 10: Send out Salary Notification Letters to Elected Officials		
		Aug. 16: Legal Notices published in local newspaper (No later than Sept. 3)		
		Sept. 6: Proposed Budget is filed with County Clerk and County Auditor.		
September				
September	ADOPTED	Sept. 7: Submit Agenda request for Sept.13 Court		Sept. 12: Hold 1st Public Hearing on the Proposed FBC and Drainage District 2023 Budget.
				Sept. 13: Commissioners Court: 1. Hold 2nd Public Hearing on Proposed FBC 2023 Budget and FBC Drainage District 2023 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 2023 Fleet Management for FBC and FBC Drainage 6. Approve 2023 Take Home Vehicles for FBC and FBC Drainage District 7. Adopt the 2022 Tax Rate for FBC and FBC Drainage District 8. Adopt the 2023 Budgets for FBC and FBC Drainage District