

# Hidalgo County

## 2009 BUDGET PROCESS CALENDAR

BEGIN DATE	DUE DATE	ACTION /ACTIVITY	RESPONSIBLE DEPARTMENT/S
17-Jun	17-Jun	SEND 2009 BUDGET PREPARATION INSTRUCTIONS TO ALL DEPARTMENTS	DEPARTMENT OF BUDGET & MANAGEMENT
19-Jun	20-Jun	2009 BUDGET APPLICATION PROGRAM (BAP) TRAINING	DEPARTMENT OF BUDGET AND MANAGEMENT /ALL DEPARTMENTS
23-Jun	22-Aug	DEPARTMENTAL BUDGET PROCESS - FROM DATA ENTRY TO PRELIMINARY BUDGET	DEPARTMENT OF BUDGET AND MANAGEMENT / ALL DEPARTMENTS
25-Jul	25-Jul	CERTIFIED TAX ROLLS DELIVERED TO COUNTY	APPRAISAL DISTRICT/TAX ASSESSOR COLLECTOR
31-Jul	31-Jul	PROVIDE 2009 ESTIMATED REVENUES TO BUDGET OFFICE	COUNTY AUDITOR
13-Aug	13-Aug	CERTIFICATION OF ANTICIPATED COLLECTION RATE BY TAX ASSESSOR AND CALCULATION OF EFFECTIVE AND ROLLBACK RATES	TAX ASSESSOR COLLECTOR
15-Aug	15-Aug	PUBLICATION OF EFFECTIVE AND ROLLBACK RATES, STATEMENTS AND SCHEDULES	TAX ASSESSOR COLLECTOR
19-Aug	19-Aug	MEETING OF COMMISSIONERS' COURT TO DISCUSS TAX RATE; IF PROPOSED TAX RATE WILL EXCEED THE ROLLBACK RATE OR THE EFFECTIVE TAX RATE (WHICHEVER IS LOWER) TAKE RECORD VOTE AND SCHEDULE PUBLIC HEARING.	COMMISSIONER'S COURT
30-Aug	30-Aug	NOTICE OF PUBLIC HEARING- 1ST QUARTER PAGE NOTICE IN NEWSPAPER PUBLISHED AT LEAST SEVEN (7) DAYS BEFORE PUBLIC HEARING [TC 25.06 (a)]	TAX ASSESSOR COLLECTOR
4-Sep	4-Sep	WRITTEN NOTICE TO ELECTED OFFICIALS PROPOSED COMPENSATION [LGC 152.013 (c)]	BUDGET OFFICER
6-Sep	6-Sep	NOTICE OF PROPOSED SALARIES FOR ELECTED OFFICIALS THE MONITOR NEWSPAPER [LGC 152.013 (b)]	BUDGET OFFICER
9-Sep	9-Sep	FIRST PUBLIC HEARING - CONSIDERATION OF TAX RATE [TC 26.05 (d)]	COMMISSIONER'S COURT
13-Sep	13-Sep	NOTICE OF PUBLIC HEARING ON PROPOSED COUNTY BUDGET PUBLISHED IN NEWSPAPER - THE MONITOR [LGC 111.067 (c) & 111.0675]	BUDGET OFFICER
16-Sep	16-Sep	NOTICE OF VOTE ON TAX RATE - PUBLISHED BEFORE MEETING TO ADOPT TAX RATE - AT LEAST SEVEN (7) DAYS BEFORE MEETING. SECOND QUARTER PAGE NOTICE. [TC 26.06 (d & e)]	TAX ASSESSOR COLLECTOR
16-Sep	16-Sep	SECOND PUBLIC HEARING - CONSIDERATION OF TAX RATE - SCHEDULE AND ANNOUNCE MEETING TO ADOPT TAX RATE [TC 26.06 (a)]	COMMISSIONER'S COURT
16-Sep	16-Sep	FILE 2009 PROPOSED BUDGET WITH THE COUNTY CLERK AND COUNTY AUDITOR [LGC 111.066]	BUDGET OFFICER
23-Sep	23-Sep	ADOPT TAX RATE FOR 2009, HOLD PUBLIC HEARING AND ADOPT 2009 BUDGET [LGC 111.067 (b) & 111.068], SET SALARY, EXPENSES AND ALLOWANCES FOR ELECTED OFFICIALS AND COUNTY EMPLOYEES [LGC 152.001 & 152.013 (a)]	COMMISSIONER'S COURT