

City of Saginaw
Budget Calendar - de minimis rate
Fiscal Year 2023-2024

| <u>Day</u> | <u>Date</u> | <u>Activity</u> |
|------------|-------------|--|
| Thursday | 3/23 | Publish public notice of public hearing on mid-year budget revisions |
| Tuesday | 4/4 | Public Hearing on mid-year budget revisions |
| Tuesday | 4/18 | |
| Friday | 4/28 | 1 st Estimate of 2023 taxable values received from TAD. |
| Monday | 5/1 | Distribute budget instructions and worksheets to Department Heads. |
| Tuesday | 5/2 | Budget Workshop - Department Presentation |
| Friday | 5/12 | Prepare preliminary revenue estimates for 2023-2024 budget. |
| Tuesday | 5/16 | Budget Workshop - Department Presentation |
| Friday | 5/19 | Department Heads submit 2023-2024 budget requests to Finance Department |
| Friday | 5/26 | 2 nd Estimate of 2023 taxable values received from TAD. |
| Tuesday | 6/6 | Budget Workshop - Budget/Tax Rate Overview |
| Friday | 6/9 | Finance Director submit Budget Review Binders to City Manager and Asst. City Manager |
| Early | June | Receive TMRS rates |
| Friday | 6/9 | Revise preliminary revenue estimates for 2023-2024 budget. |
| Tue/Wed | 6/13&14 | Budget Review Meetings held between City Manager, Assistant City Manager, Finance Director and Department Heads. |
| Tuesday | 6/20 | Budget Workshop - CCPD, Street Maintenance, Drainage, Capital Projects Fund (CIP update) |
| Late | June | Receive prop/liab and Workers' Comp rates from TML |
| Monday | 6/26 | 3rd Estimate of 2023 taxable values from TAD. |
| Tuesday | 7/4 | |
| Mid | July | Receive estimated health insurance rates |
| Mid | July | Receive water and wastewater rates from City of Fort Worth |
| Friday | 7/14 | Complete preliminary proposed 2023-2024 budget. File a copy with the City Secretary. Post to web site. |
| Monday | 7/17 | Update 2023-2024 revenue estimates and further review of budget issues and alternatives. |
| Tuesday | 7/18 | Budget Workshop - Enterprise, Enterprise Escrow, Donations, and General Escrow Funds |
| Tuesday | 7/25 | Receive 2023 certified appraisal roll from TAD and calculate no-new-revenue tax rate and voter-approval tax rate |
| Friday | 7/28 | Publish/Post notice of 2023-2024 Budget Public Hearing. |
| Friday | 7/28 | Print revised proposed 2023-2024 budget books, distribute to City Council and Dept heads. File a copy with the City Secretary. Post to web site. |
| Friday | 7/28 | Management final review and decisions on proposed budget. |

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| Tuesday | 8/1 | Budget Workshop - General Fund and Debt Service Fund - Tax Rates (record vote required on tax rate proposal) Review PID and TIRZ Funds |
| Friday | 8/4 | Post required tax rate/public hearing notices to the City website and TAD |
| Friday | 8/4 | Publish/Post notice of 2023-2024 Tax Rate Increase. |
| Tuesday | 8/8 | SPECIAL Council Meeting - Public Hearing on Proposed budget - announce continuation for 8/15/23 |
| Tuesday | 8/8 | Post Notice of Budget Retreat |
| Saturday | 8/12 | City Council Budget Retreat |
| Tuesday | 8/15 | Final budget discussion/decisions |
| Tuesday | 8/15 | Council Meeting – Public Hearing on 2023 Tax Rate |
| Tuesday | 8/15 | Council Meeting - Public Hearing on 2023-2024 Proposed Budget continued. Must vote on budget, then tax rate increase, then tax rate. Also include other ordinances if other user fees/rates are changing. |
| Tuesday | 8/15 | Board of Director's Meetings CCPD and TIRZ |
| Tuesday | 9/5 | Council Meeting - Public Hearing and adoption of 2022-2023 Revised Budget. |
| Wednesday | 8/16 | Post notice on web of Tax Rate Adoption with M&O Increase. |
| Monday | 9/18 | Submit Tax Rates to Tarrant County. |
| Wednesday | 8/16 | File 2023-2024 Adopted Budget with City Secretary |
| Friday | 8/25 | Publish/Post notice of 2022-2023 Revised Budget Public Hearing. |
| Friday | 9/22 | Distribute 2023-2024 Budget Guidelines to departments. |
| Friday | 9/22 | Post 2022/2023 Adopted Budget on website |
| Friday | 9/29 | Submit Adopted to Budget to Tarrant County |
| Sunday | 10/1 | Begin FY 2023-2024 |
| Monday | 11/13 | Submit Budget Book to GFOA for review |

Shaded dates indicate City Council Meeting

PLEASE NOTE ALL DATES ARE SUBJECT TO CHANGE