

FISCAL YEAR 2022 OPERATING BUDGET AND TAX RATE TIMELINE Tentative

January						
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31						

February						
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August						
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September						
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DATE	DAY	ACTION
January 15	Friday	Staff Operating Budget Kick-off Meeting
January 20	Wednesday	STW Revision Level One Open for Edits
January 20 - February 11	Approx. 3 weeks	Individual Department Budget Discussions with Budget Office, as needed
February 11	Thursday	STW Revision Level One Closed for Edits STW Revision Level Two Open for Edits
February 22 - March 5	Monday - Friday	Individual Department Budget Meetings with City Manager
March 27	Saturday	City Manager and City Council 2022 Proposed Budget General Discussion
April 2	Friday	Capital Requests due to Budget Office
April 16	Friday	STW Revision Level Two Closed
April 20	Monday	City Manager and City Council 2022 Proposed Budget General Discussion
April 28	Wednesday	STW Revision Level Three Open for Edits
April 30	Friday	April 30th Certified Preliminary Estimate of Value from Dallas County Appraisal District
May 10	Monday	Preliminary Appraisal Roll from Dallas County Appraisal District
May 27	Thursday	2nd Preliminary Appraisal Roll from Dallas County Appraisal District
June 18	Friday	Preliminary 2021 Tax Rate Calculation Data due to Dallas County Tax Office
July 14	Wednesday	Final 2021 Tax Rate Calculation Data due to the Dallas County Tax Office
July 14	Wednesday	Workshop to review 2022 Proposed Budget
July 26	Monday	Deadline for chief appraiser to certify rolls or certified estimate to taxing entities
July 28	Wednesday	Workshop to review 2022 Proposed Budget
August 3	Tuesday	Dallas County Tax Office submits completed No-New-Revenue and Voter-Approval Tax Rate worksheets to entities
August 4	Wednesday	DCAD mails postcards notifying property owners of estimated taxes imposed by each TU
August 4	Wednesday	Discuss tax, no-new-revenue rate and voter approval rate Workshop to review 2022 Proposed Budget
August 6	Friday	Certification of Anticipated collection rate by Tax Assessor/Collector Dallas County certifies No-New-Revenue and Voter-Approval Tax Rate worksheets and submits to entities Publish notice of budget hearing (not later than the 10th day before the budget hearing and not earlier than the 30th day before the hearing) Must submit the no-new-revenue and voter-approval tax rates to the city council by this date, or soon thereafter as practicable. Must also post the calculated rates on the home page of the city's website in the form as prescribed by the comptroller.
August 09	Monday	Council Meeting take a record vote on tax rate and schedule public hearing 7:00pm Workshop to review 2022 Budget
August 11	Wednesday	Budget officer to file proposed budget with municipal clerk of the city (before the 30th day before the tax rate is adopted)
August 20	Friday	Public hearing notice published in newspaper - Notice of 2021 Tax Year Proposed Property Tax Rate - Published at least five (5) days before Public Hearing. The city must also post the notice & explanation of rates prominently on the home page of the city's website from the date the notice is first published until the public hearing is concluded. Also last day to publish the notice of the budget hearing - not later than the 10th day before the budget hearing and not earlier than the 30th day before the hearing.
August 30	Monday	Workshop to review 2022 Proposed Budget
September 6	Monday	Labor Day
September 7	Tuesday	Public Hearing on Budget 6:00 pm (must occur on a date before the tax rate is adopted; must occur at least 15 days after proposed budget is filed with municipal clerk; action must be taken, either to postpone or adopt) Workshop to review 2022 Proposed Budget
September 14	Tuesday	Meeting to adopt 2022 Budget 6pm Tax Rate Public Hearing Meeting to adopt tax rate
September 15	Wednesday	Meeting to adopt tax rate at 6pm IF tax rate is not adopted at the Public Hearing. Meeting to vote can be no later than seven (7) days after Public Hearing on tax rate. If tax rate is not adopted at the Public Hearing, it must be adopted at this meeting.