

**FORT BEND COUNTY  
BUDGET CALENDAR  
FOR FISCAL YEAR 2020**

Month	Stage	Budget Office	Departments	Commissioners Court
January	PRELIMINARY	Jan 2-6: Review and Amend Budget Policy		Jan. 8: 2020 Budget Policy adopted
February		Feb. 11-19: Power Plan Training	Feb. 11-19: Power Plan Training	
		Feb. 15: Budget Kick-off Meetings	Feb. 15: Budget Kick-off Meetings	
March	REQUEST	Feb. 18: Budget Office Releases Power Plan for users to begin 2020 budget requisitions	Feb. 18: Departments begin entering budget requests into Power Plan	
April		April 5: Budget Office closes Power Plan (Budget Requests Due)	April 5: Budget Requests Due	
		April 12: Budget Office distributes budget requests to Commissioners	April 11: Capital Improvement Project Requests are due	April 12: Budget Office distributes budget requests to Commissioners
		April 22: Budget Office meets with Building & Space Committee to review CIP		
May		May 1-3: Preliminary Budget Hearings	May 1-3: Preliminary Budget Hearings	May 1-3: Preliminary Budget Hearings
		May 15-17: CIP Workshops (Special Meeting)	May 15-17: CIP Workshops (Special Meeting)	May 15-17: CIP Workshops (Special Meeting)
June	RECOMMENDED	June: Budget Office analyzes budget requests and prepares a recommended budget		
July		July 5: Recommended Budgets are distributed to Offices and Departments	July 5: Recommended Budgets are distributed to Offices and Departments	
		July 10-16: Budget Meetings	July 10-16: Budget Meetings	
		July 25: Last day for chief appraiser to certify appraisal roll to each taxing unit (Tax Code sec. 26.01)		
		July 22-26: Final Budget Hearings	July 22-26: Final Budget Hearings	July 22-26: Final Budget Hearings
		July 31: Submit Agenda Request for Aug. 6 Court		
August	PROPOSED	Aug. Budget Office finalizes the Budget for Proposal		Aug. 6: Commissioners Court 1. Propose a Tax Rate (Court must take record vote) 2. Set Public Hearings on a tax increase. Aug. 28 @ 5:30 p.m. and Sept. 3 @ 1:00 p.m. 3. Set Public Hearing on the Proposed Budget for Fort Bend County and Fort Bend

Month	Stage	Budget Office	Departments	Commissioners Court
September	PROPOSED			County Drainage District. Sept. 09 @ 5:30 p.m. and Sept. 10 @ 1:00 p.m. 4. Propose Salaries for Elected Officials
		<b>Aug. 7:</b> Submit legal Notice of Property Tax Rates, Public Hearing on Proposed Budgets, and Elected Officials Proposed Salaries to the County Clerk's Office.		
		<b>Aug. 7:</b> Send out Salary Notification Letters to Elected Officials		
		<b>Aug. 14:</b> Legal Notices published in local newspaper (No later than Aug. 23)		
				<b>Aug. 28:</b> 1st Public Hearing on Proposed Tax Increase for FBC and FBC Drainage @ 5:30 p.m.
		<b>Sept. 3:</b> Proposed Budget is filed with County Clerk and County Auditor.		<b>Sept. 3:</b> 2nd Public Hearing on Proposed Tax Increase for FBC and FBC Drainage @ 1:00 p.m.
		<b>Sept. 4:</b> Submit Agenda request for Sept. 10 Court		
	ADOPTED			<b>Sept. 09:</b> 1st Public Hearing on Proposed FBC 2020 Budget and FBC Drainage District 2020 Budget @ 5:30 p.m.
				<b>Sept. 10:</b> Commissioners: 1. Hold 2nd Public Hearing on Proposed FBC 2020 Budget and FBC Drainage District 2020 Budget 2. Adopt Proposed Positions for FBC and FBC Drainage District. 3. Adopt Salaries for FBC Elected Officials 4. Adopt the 2020 Budgets for FBC and FBC Drainage District 5. Adopt the 2019 Tax Rate for FBC and FBC Drainage District