



GUADALUPE COUNTY COMMISSIONERS' COURT AGENDA ITEM REQUEST FORM

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AGENDA ITEM REQUEST:

Approval of the FY 2016 Guadalupe County Budget Calendar.

In your opinion, should this Contract, Resolution, Deed, or Other Document to be approved by the Court, be reviewed by the County Attorney? YES NO

Speaker, Discussion, **Action**, Executive Session, Other (please explain):

[Circle the appropriate item(s)]

Meeting Date Requested: **April 28, 2015**

Requested By: *Kyle Kutscher*

If Funding is required, please explain:

Summary:

THIS SECTION TO BE COMPLETED BY A COURT MEMBER OR STAFF

Authorized to place on agenda:

- [] Kutscher _____
- [] Seidenberger _____
- [] Shanafelt _____
- [] Wolverton _____
- [] Cope _____

COUNTY ATTORNEY REVIEWED:

YES NO

VERIFIED WITH:

BY: _____

Item Typed on Agenda By: _____

Date of Consideration: _____

Scanned to PDF:

Hyperlinked:

ORION NAMED:

Request to be Pulled: By: _____ Date: _____ Rescheduled: _____

Comments, if any: _____

FY 2016 Budget Calendar



Guadalupe County, Texas

May 2015

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2015

April 17	Distribute memo from County Judge, budget calendar, and request forms to department heads and outside entities
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May 2015

May 19	Determine Salary Grievance Committee, Local Govt Code 152.014, and request Grand Jury listing from the District Clerk
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May 28 Deadline for budget request forms to be returned

June 2015

S	M	T	W	T	F	S
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28	29	30				

June 2015

June 2	Select Grievance Committee and notify members of committee
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June 26	Distribute requested budgets to Commissioners Court
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July 2015

July 6-24	Review of Requested Budgets with County Judge
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July 27	Deadline for Chief Appraiser to certify rolls to taxing units
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Calculation of effective and rollback rates, statement and schedules; submission to governing body

July 2015

S	M	T	W	T	F	S
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August 2015

August 5	County Judge's Proposed Budget given to Commissioners
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August 10-12	County Judge Reviews Preliminary Budget with Commissioners' Court
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August 11	Approve publication of proposed increases of salaries, expenses or allowances for elected county or precinct officials and approves publications (approval date 8/25/15)
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August 14 Publish in a newspaper of general circulation in the county a notice of any elected county or precinct officials salaries, expenses or allowances that are proposed to be increased; and the amount of the proposed increase (must be publish 10 days prior to meeting)

August 18	Meeting of Commissioners' Court to discuss tax rate; if proposed tax rate will exceed the effective tax rate, take record vote and schedule two public hearings (Public Hearings 8/25/15 & 9/01/15)
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August 23 Publish "Notice of Public Hearing on FY15 Budget" 10-30 days before the hearings (Public Hearing 9/15/15)

August 25	Set salaries, expenses, and allowances of the elected county and precinct officers (Notify elected officials of salary; protests must be received by the County Judge within 9 days)
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File proposed budget with County Clerk and make it available for public inspection at least 15 days prior to public hearing

1st Public Hearing on 2015 Tax Rate

August 2015

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September 2015

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27	28	29	30			

September 2015

September 1	2nd Public Hearing on 2015 Tax Rate. Schedule and announce a public hearing to adopt 2015 Tax Rate (3 to 14 days from this date)
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September 15	To ratify the increase, in the county's FY16 Budget, in revenue from property taxes which will be more than the previous year (Local Govt Code §111.008c)
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Public Hearing on FY16 Budget, at conclusion **adopt FY16 Budget**

Adopt 2015 Tax Rate