

City of Taylor Budget Preparation Calendar FY 2003/04

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3 Draft Baseline Rev/Expenditure Program due for Council review	4 Holiday	5
6	7 Requests for Capital Improvement Programs due	8	9	10 Council Regular Meeting Budget Workshop I	11	12
13	14 Salary survey complete Recommendations for adjustments due	15	16	17	18	19
20	21	22 Council Regular Meeting	23 Draft report on requests for new programs, reclassifications, capital improvements and salary adjustments due	24	25	26
27	28	29	30	31 Council Special Session Budget Workshop II. Review New Programs and Capital Improvements		

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Publish effective tax rate and rollback rates. Post 72 hr. notice of meeting to discuss tax rate and schedule public hearing. 72-hr notice of meeting Publish Proposed Budget	5	6	7 Council Special Session Discuss tax rate, take and record vote. Schedule public hearing on budget and tax rate.	8 Publish Notice of Public Hearing to consider proposed 2003-04 Annual Budget	9
10	11 Publish Notice of Public Hearing to consider proposed 03-04 Tax Rate First Quarter Page Notice	12	13	14 Council Regular Meeting	15 Post 72 hr notice of public hearing on tax rate and 2003-04 budget	16
17	18	19 Council Special Session Hold public hearing on budget and tax rate. Introduce Ordinance to set tax rate and adopt budget. Schedule meeting to adopt budget and tax rate	20 Publish 2 nd quarter page notice of meeting to adopt tax rate	21 <i>Cancel</i>	22 Post 72 hr notice of meeting to adopt annual budget 2003-04 and tax rate	23
24	25	26 Council Regular Meeting Meeting to adopt budget/tax rate	27	28	29	30
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