

### 2010 - 2011 BUDGET PLANNING CALENDAR

## Prepared for

# Budget Kick Off Meeting, January 12th, 2010

January 12	Budget Kick Off Workshop – Goals, Objectives & Priorities
February 16	2 <sup>nd</sup> Budget Workshop
March 23	3 <sup>rd</sup> Budget Workshop
March 24	Initial Contact Letter Sent Out To All EO/DH
April 19	Budget Center Open for 2010-2011 Input/Requests
April 27	4th Budget Workshop
April 30	Budget Center Closed for 2010-2011 Input/Requests
May 1	Deadline for Current Year Pay Raises If Applicable
May 4	Budget Order Distributed for 2010-2011 Revisions
May 10	Pre-Recommendation Public Hearing/Departmental Presentations (Optional) 1:00 – 4:00
May 11	Pre-Recommendation Public Hearing/Departmental Presentations (Optional) 1:00 – 4:00
May 18	Adopt Tobacco Fund Budget
May 18	Deadline to Receive Budget Order Revisions

## 2010 - 2011 BUDGET PLANNING CALENDAR

June 1	Capital Requests on Agenda for Court's Approval
June 8	Budget Order on Agenda for Court's Approval
June 15	Elected Officials' Compensation Recommendation on Agenda for Approval
July 20	Budget Center Open to Elected Officials / Department Heads for Viewing Recommendations
July 26	Post-Recommendation Public Hearing/Departmental Presentations (Optional) 1:00 – 4:00
July 27	Post-Recommendation Public Hearing/Departmental Presentations (Optional) 1:00 – 4:00
July 29	Deadline to Place "Budget Discussion on as a Weekly Agenda Item Beginning in August
August 31	Adopt 2010-2011 Budget / Tax Rate*

\*Please Note: Should the adopted tax rate be higher than the effective tax rate we will need a subsequent agenda item for a second public hearing on the setting of the tax rate

#### WILLIAMSON COUNTY, TX 2010 - 2011 BUDGET PLANNING CALENDAR

2010-2011		J.	ANUA	ARY			FEBRUARY					RCH			AF	PRIL				MAY				JU	NE			JL	ILY	1	AUGUST			
TASK	1/3	1/10	0 1/17	1/2	4 1/3	1 2/7	2/14	2/21	2/28	3/7	3/14	3/21	3/28	4/4	4/11	4/18	4/25	5/2	5/9	5/16	5/23	5/30	6/6	6/13	6/20	6/27	7/4	7/11	7/18	7/25	8/1	8/8	8/15	8/22 8/2
BUDGET KICK OFF WORKSHOP																																		
2ND BUDGET WORKSHOP																																		
3RD BUDGET WORKSHOP																																		
INITIAL CONTACT LETTER TO EO/DH																																		
BUDGET CENTER OPEN FOR REQUESTS																																		
4TH BUDGET WORKSHOP																																		
BUDGET CENTER CLOSED FOR REQUESTS																																		
DEADLINE FOR CURRENT YEAR PAY INCREASES																																		
BUDGET ORDER DISTRIBUTED FOR REVISIONS																																		
PRE-RECOMMENDATION PUBLIC HEARINGS																																		
ADOPT TOBACCO FUND BUDGET																																		
DEADLINE TO RECEIVE BUDGET ORDER REVISIONS																				Á														
CAPITAL REQUESTS ON AGENDA FOR COURT'S APPROVAL																																		
BUDGET ORDER ON AGENDA FOR COURT'S APPROVAL																																		
EO'S COMPENSATION RECOMMENDATION ON AGENDA FOR APPROVAL																																		
BUDGET CENTER OPEN FOR VIEWING RECOMMENDATIONS																																		
POST RECOMMENDATION PUBLIC HEARINGS																																		
DEADLINE TO PLACE BUDGET DISCUSSION AS A WKLY AGENDA ITEM																														100 A				
ADOPT 2010-2011 BUDGET																																		