

## City of Mineola – FY 2021-2022 Budget Timeline

6/4/2021	Department Personnel Info due (comp payoff, medical insurance changes, retirement, promotions, certification pay, holiday pay)
6/4/2021	Department budget Line Item Requests due – Maintenance & Operations
6/17-6/18/2021	City Manager to meet with Department Heads and review/approve/amend budget requests
6/24/2021	Employee Reviews due to City Manager
6/28/2021	<b>Regular Council Meeting 5:30 PM</b> <b>Council Workshop</b> to review first draft of budget
July	Deadline to receive certified appraisal values from the appraiser
7/26/2021	<b>Regular Council Meeting 5:30 PM</b> <b>Council Workshop</b> to review second draft of budget
8/9/2021	<b>Council Workshop 5:30</b> – Discuss Proposed Budget Special Council Meeting – <b>Council to adopt PROPOSED Tax Rate</b>
8/13/2021	DRAFT of BUDGET due (30 days prior to pass) *publish on website
8/23/2021	<b>Regular Council Meeting 5:30 PM</b>
9/2/2021	1 <sup>st</sup> Public Hearing on Proposed Tax Rate 5:30 PM – <b>Quorum of Council Required</b> <b>Council Workshop (if needed)</b> following public hearing
9/9/2021	2 <sup>nd</sup> Public Hearing on Proposed Tax Rate 5:30 PM – <b>Quorum of Council Required</b> <b>Council Workshop (if needed)</b> following public hearing
9/13/2021	Council Meeting 5:30 PM (1) Public Hearing – Budget Hearing (2) Approve Budget (3) Set Tax Rate