

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

5/13/2022	Department Personnel Info due to City Secretary (comp payoff, medical insurance changes, retirement, promotions, certification pay, holiday pay)
5/13/2022	Department budget Line Item Requests due to City Secretary – Maintenance & Operations
5/16-5/20 2022	City Manager to meet with Department Heads and review/approve/amend budget requests
6/3/2022	Employee Reviews due to City Manager
6/6/2022	<b>Council Workshop 5:30 PM</b> Discuss Personnel & Capital O&M proposed projects
6/27/2022	<b>Regular Council Meeting 5:30 PM</b> <b>Council Workshop</b> to review first draft of budget
7/25/2022	Deadline to receive certified appraisal values from the appraiser
7/25/2022	<b>Regular Council Meeting 5:30 PM</b> <b>Council Workshop</b> to review second draft of budget
8/19/2022	DRAFT of BUDGET due (30 days prior to pass) *publish on website
8/22/2022	<b>Regular Council Meeting 5:30 PM</b>
9/12/2022	<b>Special Council Meeting (&amp; Workshop if needed) 5:30 PM</b> (1) Public Hearing – BUDGET (2) Vote to adopt PROPOSED TAX RATE (3) Must take action on BUDGET (postpone)
9/19/2022	<b>Council Meeting 5:30 PM</b> (1) Public Hearing – TAX RATE (2) Approve BUDGET (3) Set TAX RATE