

Budget Calendar FY 2026-2027 - No Election

February 27, 2026

City Council Planning Retreat City Manager's Office

March 13, 2026

Departmental review of budgetary and reporting org charts Department Directors

Submit transfers between activities/funds of existing personnel Department Directors

Budget manual schedules due from identified departments Public Services, ITS, Fire, CMO, HR

March 20, 2026

All revised and proposed payroll and utility amounts entered onto system City Manager's Office

March 23, 2026

BUDGET PROCESS KICK-OFF **City Manager's Office**

Mid-year actual #s to departments; target number distribution City Manager's Office

Departmental entry of base budget data can begin; begin meeting with HR and ITS on Action Step requests related to personnel or technology Department Directors

Update of 380 economic development agreement liabilities spreadsheet begins Economic Development

General and Utility Fund Financial Plan updates begin Finance

Budget Training Session held at 9:00am (City Hall LL Training Rooms), 2:00pm (City Hall LL Training Rooms) City Manager's Office

March 24, 2026

Budget Training Session held at 9:00am (City Hall LL Training Rooms), 2:00pm (City Hall LL Training Rooms) City Manager's Office

March 30 - April 17, 2026

Open Lab (opportunity for staff to work on departmental budgets with Budget Office staff present); Departmental Q&A meetings with Budget Office staff (voluntary) Department Directors

April 17, 2026

Entire budget submission is due (Budget Cover, Transmittal Memo, Current and Proposed Org Charts, FY 2025 Revised Budget, FY 2026 Proposed Budget, Action Steps, and Business Plan) Department Directors

FY 2025 revised and FY 2026 proposed revenue projections due City Manager's Office

Fee Schedule review & memo due Department Directors

5-Year CIP Plans due (Water & Sewer, Facilities, Streets & Drainage, Traffic, Alleys, Technology, etc.) Public Services Director
ITS Director

Spreadsheet of 380 economic development liabilities due Economic Development

Hotel/Motel grant requests due to Director of Community Relations and Tourism from Arts Advisory Board	Arts Advisory Board
April 27 - May 22, 2026	
Budget Submittal Review with Budget Manager	Department Directors
May 25 - June 12, 2026	
Budget Submittal Review with City Manager and ACMs	Department Directors
June 22 - 26, 2026	
Action Step funding decisions made by City Manager's Office; Proposed budget preparation for City Council begins	City Manager's Office
July 1, 2026	
Teen Court Program costs to Flower Mound	Municipal Court Judge
July 22, 2026	
Advertise public hearing for Crime Control and Fire Prevention proposed budgets, and public hearing on 4B, if needed	City Manager's Office
Preliminary Water and Sewer Rate Study complete; Drainage Fund Rate Study complete	Finance/NewGen
Financial Plans due - last year's actuals updated	Finance
July 25, 2026	
Final Certified Tax Roll (or certified estimate) received from appraisal districts	Finance
July 27, 2026	
Rolls to county for verification	Finance
July 27 - August 3, 2026	
TIRZ and PFC meetings with Boards	Economic Development & Boards
August 3, 2026	
Crime Control and Fire Control Proposed Budget meeting and Public Hearings	City Manager's Office & Boards
4B Proposed Budget meeting; set date for public hearing, if one is needed	City Manager's Office & Board
Regular City Council Meeting	
1) Preliminary budget submitted to City Council	City Manager's Office
2) Preliminary budget filed with City Secretary	City Manager's Office
3) Set date for Budget Public Hearing	City Manager's Office

August 3-6, 2025

One-on-one meetings with City Council

City Manager's Office

August 8, 2026**Special Session/Budget Workshop**

1) Supplemental Tax Revenue Memorandum submitted to City Council

Finance

2) Vote to consider increasing taxes

Finance

3) Set date for tax rate public hearing

Finance

4) Submission of Certified Appraisal Rolls

Finance

5) Certify anticipated collection rate

Finance

6) Present effective tax rate to governing body

Finance

August 27, 2026

Publish "Notice of Public Hearing on Budget" - contact by August 25

City Manager's Office

September 9, 2026

Publish "Notice of Proposed Tax Rate" - Contact paper by September 7

Finance

Add notice of Public Hearing on Tax Rate on web site and cable channel

Finance

September 14, 2026**Regular City Council Meeting**

1) Public Hearing on Budget (includes TIRZ, CC, FC, 4B)

City Manager's Office

Vote on Budget

City Manager's Office

2) Announce date, time and place of the meeting at which vote on the tax rate will take place

September 21, 2026**Regular City Council Meeting**

Public Hearing on tax rate

Finance

Vote on tax rate

Finance