

# CITY OF RICHMOND FISCAL YEAR 2026 BUDGET CALENDAR

Major Tasks	Dates	Description	Day of The Week	Comments	Commission Meeting Date
Budget Planning	1/1/2026 - 4/7/2026	Fiscal Impact Modeling	Range		
Budget Planning	4/9/2026	Spring City Commission Retreat	Thursday		
Budget Planning	4/23/2026	City Manager Delivers Annual Budget Message (Staff Meeting)	Thursday	Staff Meeting	
Budget Preparation	4/23/2026	FY2026 Budget Kick Off Meeting - Budget instructions & training are provided	Thursday	Staff Meeting	
Budget Preparation	5/07/2026-5/29/2026	Departmental Budget work including updating narratives and goals	Range		
Budget Preparation	5/29/2026	Department budget request & line item detail adjustments due to Finance	Friday		
Budget Preparation	5/07/2026-5/29/2026	Finance staff works with departments on budget	Range		
Budget Preparation	6/1/2026 - 6/9/2026	Budget Meetings with City Manager and Finance	Range		
Budget Preparation	6/30/2026	Update budget narrative and goals updates are due	Tuesday		
Budget Preparation	7/3/2026	Finalize CIP with City Manager & Assistant City Manager	Friday		
Budget Filing	7/20/2026	File Proposed Budget and Budget Message presented to City Commission, Set Date of Public Hearing (Per HB1522, Budget Will Now Have To Be Posted on City's Home Web Page)	Monday	Involves City Comission	Yes, Third Monday of the Month
Budget Filing	7/22/2026	Send Notice of Budget Availability to Newspaper (one week in advance) FB Herald must run Notice in newspaper of Budget Availability (Must Publish within 10 days of Filing)	Wednesday		
Budget Filing	7/21/2026	(FB Herald runs Tuesday, Thursday and Sunday)	Tuesday	Herald Runs on Tues/Thurs/Sun	
Budget Filing	7/24/2026	Tax Roll Certification by Chief Appraiser (official date 7/25)	Friday		
Budget Workshops	8/4/2026	Budget Workshop #1 - Special Meeting / Revenues and Expenditures presented Deliver to governing body no later than 8/7, or soon thereafter the No-New-Rvenue Tax Rate and	Tuesday	<b>Involves City Comission</b>	<b>No</b>
Budget Workshops	8/7/2026	Voter-Approval tax rate and post on home page to website	Friday		
Budget Workshops	8/7/2026	Certification 50-882 Additional Sales Tax (If Required) Notify Fort Bend Herald to Run Public Hearing on the Budget on August 21st, Ensure Fort Bend Herald	Friday		
Budget Workshops	8/8/2026	is running Notice on Tax Rate on Sept 9th; Post link on Finance Department subsite	Saturday		
Budget Workshops	8/17/2026	Budget Workshop #2 - Special Meeting / Tax Rate & Overview of changes during process	Monday	Involves City Comission	Yes, Third Monday of the Month
Budget Workshops	8/17/2026	Review and record vote on notice to publish tax rate.	Monday	Involves City Comission	Yes, Third Monday of the Month
Budget Workshops	8/17/2026	Discuss and accept the Truth in Taxation Worksheets that coordinate with the Certified Tax Roll.	Monday	Involves City Comission	Yes, Third Monday of the Month
Budget Workshops	8/20/2026	Comply with Tax Code 26.18 Posting of Tax Rate and Budget Information by Taxing Unit on Website	Thursday		
Budget Workshops	8/20/2026	Notice of Public Hearing on the Budget Must run on this Day and posted on City home page Notice must be published at least 10 days prior to hearing, not more than 30 days	Thursday	Herald Runs on Tues/Thurs/Sun	
Public Hearings & Adoption	9/7/2026	Public Hearing - on Budget (must be at least one day before Tax Rate Adoption 102.006 (b) At Conclusion of the Budget take action on proposed Budget (102.007 LCG). Staff recommends	Monday	<b>Involves City Comission</b>	<b>No</b>
Public Hearings & Adoption	9/7/2026	setting date for Adoption as 09/21/2026	Monday	<b>Involves City Comission</b>	<b>No</b>
Public Hearings & Adoption	9/8/2026	Tax Rate Notice must Run in the Newspaper on this day	Tuesday	Herald Runs on Tues/Thurs/Sun	
Public Hearings & Adoption	9/8/2026	(Post Prominently on Website continuously for 7 days & 7 days continuously before the vote)	Tuesday		
Public Hearings & Adoption	9/21/2026	Adopt Budget, Public Hearing on Tax Rate, Adopt Tax Rate, Ratify Tax Increase If not adopted at the public hearing, the tax rate increase must occur within 7 days of the public hearing	Monday	Involves City Comission	Yes, Third Monday of the Month
Public Hearings & Adoption	9/21/2026	Adopt Fee Ordinance (If applicable)	Monday	Involves City Comission	Yes, Third Monday of the Month
Public Hearings & Adoption	9/25/2026	Send Notice of Availability of Adopted Budget to Newspaper	Friday		
Public Hearings & Adoption	9/25/2026	Send IT (Matt) notice for home page (Budget cover with language)	Friday		
Public Hearings & Adoption	9/25/2026	Send Notice to MUDs of Adopted Fees	Friday		
Public Hearings & Adoption	9/29/2026	Newspaper Runs Notice of Public Availability on this date	Tuesday	Herald Runs on Tues/Thurs/Sun	