

Wise County Budget Procedures

Budgeting (The County Judge is the Budget Officer)

Wise County Budget year is October 1st through following September 30th. An annual operating budget shall be prepared and adopted for each fiscal year to authorize and control the financial operations of the county government.

A budget is a plan of and the authority for financial operation embodying an estimate of proposed expenditures for the coming fiscal year and the proposed means of financing them. The adopted budget should be integrated with the accounting system of the government to provide a workable system of budgetary accounting and control.

The annual operating budget prepared by each county government shall provide sufficient information to enable taxpayers and security investors to make informed judgments as to the anticipated financial position and flow of financial resources of the county government.

To accomplish this, the annual budget shall contain, as a minimum, the following:

- A. A statement of Indebtedness effective the beginning of the fiscal year.
- B. A statement of Actual Assessed Property Valuations and Tax Rates.
- C. A Tax Collection History for Current and Delinquent Taxes.
- D. A Combined Statement of Cash Position including beginning balance, revenues, expenditures, transfers (+ -) and ending balance.
- E. A Recapitulation of the budget by Fund including anticipated revenues, expenditures, expenses and fund balances.
- F. Budget Detail by Fund including a summary of cash position, and detailed revenues, expenditures and expenses.

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County Judge-Budget Officer

County Auditor- Assist & projects revenue, monitors budget after adoption

County Judge sends budget preparation letters to department heads and outside agencies for requests for the approaching new fiscal year in April. Budgets are due at Auditor's Office the end of May. Calendar is prepared for budget meetings with department head, County Judge and Auditor. During meetings, notes and figures are compiled of future request. All info is evaluated and entered into financial system. Prior year payroll is entered as fiscal year that is currently in until Commissioners Court decides if there will be a cost of living raise. Taxes are calculated by County Tax Assessor and presented to County Judge and Auditor for Budget preparation. County Judge presents a proposed budget to Commissioners Court for filing with the County Clerk. Budget workshops are set with Commissioners Court to evaluate and make changes if necessary after several meetings, and Public Hearings are set if exceeding effective tax rate. A budget calendar is discussed and prepared by County Judge. The Budget is adopted, usually at the end of August to middle of September. New Budget is effective 10-1. After closing year, budgets are prepared by Auditor.