



Attachment A: 2021 Tax Calendar

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ITEM	DATE	CODE REF	NOTES
Assessment Date	Friday, January 01, 2021	3.12.070(B)	
Due Date for Property Tax Exemption Requests	Friday, January 15, 2021	3.12.030	
Completion of Annual Assessment Roll	Friday, February 19, 2021	3.12.070(C)	The assessor shall complete the listings for the annual assessment roll of all real property within the city before March 1st, or other such date as may be established by the city council each year.
Mailing of Assessment Notices	Monday, March 1, 2021	3.12.100(A)	The assessor shall give to every person named in the assessment roll a notice of assessment, showing the assessed value of his property, at least thirty days before the equalization hearings.
Advertising Notice of Assessment	Wednesday, March 03, 2021	3.12.100(B)	When valuation notices have been mailed, the assessor shall cause notice that the assessment rolls have been completed to be published in a newspaper of general circulation once each week for two successive weeks.
	Wednesday, March 10, 2021	3.12.100(B)	
Deadline for Appeals to Board of Equalization	Thursday, April 1, 2021	3.12.110(B)	A written appeal, specifying the grounds for the appeal, shall be filed with the board of equalization within thirty days after the date on which the assessor's notice of assessment was given to the person appealing.
Board of Equalization Meeting	Tuesday, April 20, 2021	3.12.120	Stand-alone BOE meeting.
Delivery of Assessment Roll to City Council	Wednesday, May 5, 2021	3.12.160	Council meeting moved to Wed to accommodate elections
Setting of Mill Levy by Resolution	Wednesday, May 5, 2021	3.12.060	The rate of levy of tax and the date when taxes shall become delinquent shall be fixed by resolution of the city council, and the levy for school and municipal purposes shall be separately made and fixed, but the aggregate thereof shall not exceed two percent of the assessed value of the property assessed
Mailing of Tax Statement for Oil & Gas Properties	Friday, May 28, 2021		
Deadline for Oil & Gas Property Tax Payment	Wednesday, June 30, 2021		
Mailing of Tax Statements for non-Oil & Gas Properties	Thursday, July 1, 2021	3.12.180	By July 1st, the city shall mail tax statements setting out the levy, dates when taxes are payable and delinquent, and penalties and interest.
Taxes Due and Payable	Thursday, July 1, 2021		
May Be Paid in Full without Penalty or Interest on or Before:	Monday, August 16, 2021		
<u>For Installment Payments:</u>			
First-Half Due Date	Monday, August 16, 2021		Penalty equals 8% of current-year unpaid balance. Interest is charged monthly at 8% per annum.
Second-Half Due Date	Friday, October 15, 2021		