



Budget 2018-2019 Budgetary Time Line & Process

<u>Date</u>	<u>Action</u>
01.23.2018	Council authorizes advertisements for Budget Committee business. <ul style="list-style-type: none">▶ Advertisement in <i>The Times</i>; February 28th & March 14th for members.▶ The First Advertisement in <i>The Times</i>; April 11th (Oregon law requires published advertisement 5-30 days prior to Meeting.)▶ The Second Advertisement in <i>The Times</i>; April 18th (Oregon law requires published advertisement at least 5 days after the 1st notice, but not less than 5 days before the meeting.)▶ Advertise the Possible Uses of State Revenue Sharing Hearing – April 11th (Oregon law requires published advertisement at least 5 – 10 days before the meeting)▶ The first Budget Committee Meeting set for April 26th
03.16.2018	Staff Deadline to forward requests.
04.26.2018	Budget Officer Finalizes Draft Budget and forwards to Budget Committee Members for review.
04.26.2018	Budget Officer finalizes initial 2018-2019 Budget proposal.
04.26.2018	Budget Committee Meeting – 7:00 p.m. <ul style="list-style-type: none">▪ Elect Budget Committee Chair▪ Discussion of Budget & Budget Message
05.02.2018	Publish Notice of Proposed Uses for State Revenue Sharing; May 10 th
05.16.2018	Publishing of Budget Notice – LB Forms (<i>Public Hearing</i>) (Oregon law requires published advertisement 5-30 days prior to Meeting) Council Meeting to be held: May 22 nd , 2018. Publish Notice of Proposed Uses for State Revenue Sharing; May 9 th
05.03.2018	2nd Budget Committee Meeting – 7:00 p.m. <ul style="list-style-type: none">▶ Possible Uses for State Revenue Sharing▶ Public Comment▶ Discussion of Budget Proposal
05.10.2018	3rd Budget Committee Meeting – 7:00 p.m. <ul style="list-style-type: none">▶ Discussion of Budget Proposal▶ Discussion of Proposed Uses for State Revenue Sharing▶ Approve Budget, Tax Rate & Proposed Tax Levy
05.16.2018	(<i>If Published on the 16th</i>) Budget Hearing at the regularly scheduled Council Meeting.
05.16.2018	If the Budget is finalized with the Budget Committee, then Publish LB Forms & Public Hearing Information in <i>The Times</i> for May 22 nd Council Meeting. (<i>If Necessary.</i>)
05.17.2018	4th Budget Committee Meeting – 7:00 p.m. (<i>If Necessary</i>) <ul style="list-style-type: none">▶ Discussion of Budget Proposal▶ Discussion of Proposed Uses for State Revenue Sharing



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- ▶ Approve Budget, Tax Rate & Proposed Tax Levy
- ▶ Public Hearing Special Council Meeting on June 5th

<u>Date</u>	<u>Action</u>
06.05.2018	Special Session of Council if Budget is approved on May 17 th .
06.26.2018	Regular Council Meeting Resolutions to Enact: <ol style="list-style-type: none">1. Adopt Budget2. Tax Rate3. Proposed Tax Levy <ul style="list-style-type: none">▶ Submit Tax Certification Documents to the County Assessor.
07.13.2018	Deadline for Filing Budget; and Deadline certify necessary Resolutions.

NOTE: The Budget Committee is required by State Law to consist of the seven members of Council and seven registered voters of Brownsville. Currently the Budget Committee Roster is as follows:

Council: Don Ware, Doug Block, Gary Shepherd, Carla Gerber, Lynda Chambers, Mike Neddeau and Tricia Thompson.

Citizens: Kaye Fox, Marilyn Grimes, Don Andrews, Rick Dominguez, Mike McDaniel, Kim Clayton and a member to be named.