



***2019-2020 BUDGET CALENDAR**

Board Approved February 20, 2019

By:

Alan Campbell

DATE	ACTION	LEAD	ACTION NOTES
Friday, February 01, 2019	Start contacting and/or determining Budget Committee Nominees	Admin Specialist	
Wednesday February 20, 2019 (Regular Board Meeting)	Approve: 2019-2020 Budget Calendar Appoint: Budget Officer at JSWCD Board Meeting	Board of Directors	Appoint Budget Officer & Approve Budget Calendar
Friday, February 22, 2019	Mail Calendar to Budget Committee	Admin Specialist	
Friday, February 22, 2019	Start preparing proposed budget	Budget Officer	
Wednesday, April 17, 2019 (Regular Board Meeting starts at 4p)	Approve updated BWP	Staff & Board of Directors	Review major updated changed to BWP & get Board Approval
Friday, May 03, 2019	Publish first & second legal notice for Budget Committee Meeting <i>Note: specify dates for 1st & 2nd notice</i>	Admin Specialist	Submit to Mail Tribune
Monday, May 6, 2019	Mail proposed budget to Budget Committee	Admin Specialist	Include agenda & previous meeting minutes
Wednesday May 15, 2019 6:10p (Regular Board Meeting starts at 4p)	Budget Committee Meeting (6:10-6:40p) to discuss & approve proposed budget & tax rate & hear public comment	Budget Committee	Budget Committee Meeting will start immediately after Regular Board Meeting.
Wednesday, May 29, 2019 6:10p	Subsequent Budget Committee Meeting, if needed	Budget Committee	
Tuesday, June 4, 2019	Create 2018-2019 Budget Resolution	Budget Officer	Based off Committee Approved Budget
Tuesday, June 4, 2019	Publish legal notice for Budget Hearing (Wednesday, June 19)	Admin Specialist	Submit to Mail Tribune
Wednesday, June 19, 2019 3:45p (Before Regular Board Meeting)	Budget Hearing - Receive Public Comments	Board of Directors	Prior to Regular Board Meeting
Wednesday, June 19, 2019 4:00p (Regular Board Meeting)	Approve ODA SOW & FAAP Adopt Budget Resolution	Board of Directors	Adopt budget, make appropriations, declare tax levy by fund, & categorize the levy
Wednesday, June 26, 2019	Submit Budget to Jackson County Assessor office on or before	Budget Officer	Due June 30, 2018

** This budget calendar is based on Oregon Local Budget Requirements. The Law requires two notices for the budget committee meeting (ORS 294.401) and one published notice for the Budget Hearing (ORS 294.421). The paper of record for Jackson Soil & Water Conservation District will be The Mail Tribune.*

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