



Budget 2024-2025 *Budgetary Timeline & Process*

<u>Date</u>	<u>Action</u>
01.23.2024	Council authorizes advertisements for Budget Committee business. <ul style="list-style-type: none">▶ Advertisement in <i>The Times</i>.▶ The First Advertisement in <i>The Times</i>; April 11th. <i>(Oregon law requires published advertisement 5-30 days prior to Meeting.)</i>▶ The Second Advertisement in <i>The Times</i>; April 18th <i>(Oregon law requires published advertisement at least 5 days after the 1st notice, but not less than 5 days before the meeting.)</i>▶ Advertise the Possible Uses of State Revenue Sharing Hearing – April 11th & April 18th + May 28th for Second SRS Notice. <i>(Oregon law requires published advertisement at least 5 – 10 days before the meeting)</i>▶ The first Budget Committee Meeting will be April 25th.
04.03.2024	Staff Deadline to forward requests.
04.23.2024	Budget Officer finalizes initial FY 2024-2025 Budget proposal and forwards the draft budget to Budget Committee Members for review.
04.11.2024	Publish Notice of Proposed Uses for State Revenue Sharing for April 25 th , May 2 nd (if necessary) and May 28 th depending on number of Committee meetings.
04.25.2024	Budget Committee Meeting – 7:00 p.m. <ul style="list-style-type: none">▪ Elect Budget Committee Chair▪ Discussion of Budget & Budget Message▪ Review Budget Pages & Line Items▪ Possible Uses for State Revenue Sharing [<i>New this Year</i>]▪ Public Comment [<i>New this Year</i>]▪ Approve Budget, Tax Rate & Proposed Tax Levy [<i>New this Year</i>]▪ Pass Motions & Recommend to Council [<i>New this Year</i>]
05.16.2024	Publishing of Budget Notice – LB Forms (<i>Public Hearing</i>) <i>(Oregon law requires published advertisement 5-30 days prior to Meeting)</i> Council Meeting to be held: May 28 th , 2024. Publish Notice of Proposed Uses for State Revenue Sharing; Check date.
05.02.2024	2nd Budget Committee Meeting – 7:00 p.m. (<i>If Necessary</i>) <ul style="list-style-type: none">▶ Possible Uses for State Revenue Sharing▶ Public Comment▶ Discussion of Budget Proposal
05.09.2024	3rd 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▶ Approve Budget, Tax Rate & Proposed Tax Levy
05.28.2024	<i>(If Published on the 16th)</i> Budget Hearing at the regularly scheduled Council Meeting.



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<u>Date</u>	<u>Action</u>
05.09.2024	If the Budget is finalized with the Budget Committee, then Publish LB Forms & Public Hearing Information in <i>The Times</i> for May 28 th Council Meeting. <i>(If Necessary.)</i>
06.11.2024	Special Session of Council if Budget is approved at fourth budget meeting.
06.25.2024	Regular Council Meeting Resolutions to Enact: <ol style="list-style-type: none">1. Adopt Budget2. Tax Rate3. Proposed Tax Levy <p style="margin-left: 40px;">▶ Submit Tax Certification Documents to the County Assessor.</p>
07.15.2024	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: Adam Craven, Lynda Chambers, Dave Hansen, Michael Humphreys, Trapper Solberg, Sean Lacoste, and Mike Winklepleck.

Citizens: Kaye Fox, Don Andrews, Rick Dominguez, Dayna Hansen, Wendy Toshitsune, Felipe Eversull, and Matt Shoemaker.