



Clackamas
Soil and Water Conservation District

FY 2020-21 Budget Calendar: Meetings Summary
Approved February 18, 2020 Board meeting

Budget Process Item	Notes and Comments	Preferred timeline	Deadline date
<p>Board Meeting Tues, February 18 4:00 pm</p> <p>Appoint Budget Officer (Done). Appoint Budget Committee. Approve Budget Calendar</p>	<p>Budget Officer: No action needed. Jason Faucera was appointed Budget Officer for FY 2020-2021 at the 12/17/19 Board meeting.</p> <p>Budget Committee: Review Budget Committee terms and vacancies, and seek replacements if necessary. Budget Officer/General Manager may ask for suggestions for new members of the Budget Committee.</p> <p>Budget Committee consists of all Board members plus community members, appointed by the Board. Community members serve staggered 3-year terms. May include new appointments and/or existing/last year's members.</p> <p>Budget Calendar: Prepared by Budget Officer. Minutes of Board meeting should reflect receipt of Budget Calendar from Budget Officer.</p>	<p>February 18</p>	<p>March 17</p>
<p>Board Meeting Tues, March 17 4:00 pm</p> <p>Appoint Budget Committee if not done on February 18. Approve Budget Calendar if not done on February 18.</p>	<p>If at the February 18 Board meeting the Budget Committee is not appointed and/or the Budget Calendar is not approved, those actions will be scheduled for this meeting.</p>	<p>March 17</p>	<p>March 17</p>
<p>Budget Committee Mtg Tues, March 31 2:30 pm</p> <p>1st Meeting</p>	<p>Budget Committee discussion – No public questions or comments taken. Appoint Presiding Officer of Budget Committee. Review Budget Message and receive Proposed Budget. Make revisions in Budget if needed. Decide on procedure for taking public comment at 2nd Budget Committee meeting. A quorum of the Budget Committee is required.</p>	<p>March 31</p>	<p>March 31</p>
<p>Budget Committee Mtg Tues, April 28 2:30 pm</p> <p>2nd (Final) Meeting</p>	<p>Budget Committee takes questions and comments from the public. Budget Committee discusses the Budget; makes revisions if needed. Approve expenditures for each fund, the Budget overall, and the property tax rate or amount to be levied. Forward the Budget and tax rate to the District Board. A quorum of the Budget Committee is required.</p>	<p>April 28</p>	<p>April 28</p>

<p>Public Hearing Tues, May 19 4:00 pm</p>	<p>Board will receive public comment and respond to questions from all interested parties about the Budget and the fiscal policy decisions reflected in the Budget. Hearing is held on the day of a regular Board meeting. A quorum of the Board is required.</p>	<p>May 19</p>	<p>June 16</p>
<p>Board Meeting Tues, May 19 4:15 pm Adopt Budget & Resolutions</p>	<p>Make any final revisions to the Budget. Some revisions can be approved by a vote; others require republishing the Budget and holding another Public Hearing. Resolutions to adopt Budget, make appropriations, impose and categorize tax. All tasks must be finished by June 30. This meeting is held on a Regular Board meeting date and time.</p>	<p>May 19</p>	<p>June 16 alternate date for adoption if major changes are made to the Approved Budget</p>

Note: No member of the Budget Committee, including Board members, may receive compensation for serving on the Committee. Reimbursement of expenses is permitted.

**All Board meetings, Budget Committee meetings, and the Public Hearing will be held at the District Office, located at:
 22055 S. Beaver Creek Rd., Beaver Creek, Oregon 97004**