

# **2023-2024 ADOPTED BUDGET CALENDAR** **FOR THE FISCAL YEAR ENDING JUNE 30, 2024**

**ADOPTED 12/21/2022**

**REVISED 01/18/2023**

|                     |   |
|---------------------|---|
| Tuesday, Feb 7      | Department Head Budget Meetings   |
| Thursday, Feb 9     | Department Head Budget Meetings   |
| Thursday, Feb 16    | Department Head Budget Meetings   |
| Friday, Feb 17      | Department Head Budget Meetings   |
| Tuesday, Feb 21     | Department Head Budget Meetings   |
| Thursday, Feb 23    | (As Needed – Department Head Budget Meetings)   |
| Friday, Feb 24      | Department Head Internal Budget Group Meeting   |
| Thursday, March 2   | Department Head Internal Budget Group Meeting   |
| Wednesday, March 15 | BOC Workshop: Fiscal Year 2023-2024 Budget Workshop   |
| Friday, March 31    | Budget Officer distributes Budget Worksheets to Department Heads  |
| Friday, April 14    | Department Heads return Budget Worksheets to Budget Officer   |
| Wednesday, April 26 | Publish Notice of Budget Committee Meetings in newspaper and on website   |
| Wednesday, May 3    | Organizational Meeting of Budget Committee, Public Comment, Budget Officer distributes FY2023-2024 Proposed Budget and reads Budget Message to Budget Committee |
| Tuesday, May 9      | Department Heads present Budgets to Budget Committee  |
| Wednesday, May 10   | Department Heads present Budgets to Budget Committee  |
| Thursday, May 11    | Department Heads present Budgets to Budget Committee  |
| Friday, May 12      | As needed<br><b>Budget Committee Deliberations, Budget Committee motions to approve Budget and set County tax rates/amounts</b>                                 |
| Wednesday, June 7   | Publication of Notice of Hearing and Financial Summary of Approved Budget   |
| Tuesday, June 20    | Public Hearing on Approved Budget conducted by Board of Commissioners in Hearing Room – 5:00 p.m.   |
| Wednesday, June 21  | Public Hearing on Approved Budget conducted by Board of Commissioners at Clatskanie – 6:00 p.m.   |
| Wednesday, June 28  | Regular Board Meeting - Board of Commissioners enacts resolutions adopting Budget, making appropriations, categorizing taxes and levying taxes                  |

**COLUMBIA COUNTY 2023-2024 BUDGET MEETING SCHEDULE**

|       | 5/8/2023   |           | 5/9/2023                           |                   | 5/10/23                                 |                  | 5/11/23                      |                  | 5/12/23   |           |
|-------|--|-----------|------------------------------------|-------------------|---|------------------|------------------------------|------------------|---|-----------|
|       | Monday   | Dept Head | Tuesday                            | Dept Head         | Wednesday                               | Dept Head        | Thursday                     | Dept Head        | Friday  | Dept Head |
| 10:00 |  |           | Admin Fee Schedule                 | Louise Kallstrom  | County Counsel                          | Sarah Hanson     | Meadowview Committee Meeting |                  | COMMITTEE REVIEW  |           |
| 10:15 |  |           | Non-Departmental                   | Louise Kallstrom  | District Attorney                       | Jeff Auxier      | Meadowview Committee Meeting |                  |   |           |
| 10:30 |  |           | Commissioners                      | Margaret Magruder | District Attorney                       | Jeff Auxier      | 4H & Ext Committee           | Chip Bubl        |   |           |
| 10:45 | MONDAY RESERVED FOR<br>BOARD OF COMMISSIONERS<br>AOC MEETING |           | Econ Dev/Vernonia Museum           | Margaret Magruder | District Attorney                       | Jeff Auxier      | 4H & Ext Committee           | Chip Bubl        |   |           |
| 11:00 |  |           | BREAK                              |                   | BREAK                                   |                  | BREAK                        |                  | BREAK   |           |
| 11:15 |  |           | HR                                 | Carrie Garcia     | Tax                                     | MaryAnn Guess    | Compensation Committee       |                  | COMMITTEE REVIEW  |           |
| 11:30 |  |           | Assessor/GIS                       | Andi Jurkiewicz   | Treasurer                               | MaryAnn Guess    | Vote: Accept Report          |                  |   |           |
| 11:45 |  |           | EmMgmt/HSEM/Grants                 | Chris Carey       | Fair                                    | MaryAnn Guess    |                              |                  |   |           |
| 12:00 |  |           | LUNCH                              |                   | LUNCH                                   |                  | LUNCH                        |                  | LUNCH   |           |
| 12:30 |  |           | LUNCH                              |                   | LUNCH                                   |                  | LUNCH                        |                  | LUNCH   |           |
| 1:00  |  |           | Public Health                      | Jaime Aanensen    | Public Transit                          | John Dreeszen    | PERS                         | Louise Kallstrom | COMMITTEE REVIEW  |           |
| 1:15  |  |           | Public Health                      | Jaime Aanensen    | Justice Court                           | Diana Taylor     | Debt Service                 | Louise Kallstrom |   |           |
| 1:30  |  |           | Public Health                      | Jaime Aanensen    | IT                                      | Holly Miller     |                              |                  |   |           |
| 1:45  |  |           | Land Dev-Planning                  | Suzie Dahl        | Finance/Veterans                        | Louise Kallstrom |                              |                  |   |           |
| 2:00  |  |           | Land Dev-Bldg & Electrical         | Suzie Dahl        | County Clerk                            | Debbie Klug      |                              |                  |   |           |
| 2:15  |  |           | Land Dev-Sanitation                | Suzie Dahl        | Elections                               | Don Clack        |                              |                  |   |           |
| 2:30  |  |           | BREAK                              |                   | BREAK                                   |                  | BREAK                        |                  | BREAK   |           |
| 2:45  |  |           | Juvenile                           | Stacia Tyacke     | Public Works                            | Mike Russell     | COMMITTEE REVIEW             |                  | COMMITTEE REVIEW  |           |
| 3:00  |  |           | Surveyor/Cornerstone               | Nathan Woodward   | Transfer Statn/Dumpstoppers             | Mike Russell     |                              |                  |   |           |
| 3:15  |  |           | Community Corrections              | Louise Kallstrom  | Bike&Footpath/Road SDCs                 | Mike Russell     |                              |                  |   |           |
| 3:30  |  |           | Community Corr Grants              | Louise Kallstrom  | Mental Health/Court Mediation/Title III | Louise Kallstrom |                              |                  | (Monday, May 15th reserved for<br>addition Committee Review, if needed) |           |
| 3:45  |  |           | Patrol                             | Brian Pixley      | SIP/Econ Dev                            | Louise Kallstrom |                              |                  |   |           |
| 4:00  |  |           | Marine/K9/Clatsk                   | Brian Pixley      | Parks/CZ Trail/OMB Grant                | Riley Baker      | Vote:                        |                  | Vote:   |           |
| 4:15  |  |           | Animal Cntrl/Crthse Secu/Firing Ra | Brian Pixley      | Park SDC/Gen Svc Major Proj             | Riley Baker      | Approve Proposed Budget      |                  | Approve Proposed Budget   |           |
| 4:30  |  |           | Jail/Inmate Benefit                | Brian Pixley      | Gen Svcs                                | Riley Baker      | Approve Tax Rate.            |                  | Approve Tax Rate.   |           |