



City of Donald Budget Calendar Fiscal Year 2020-2021

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| 1. Council to appoint Budget Officer | January 14 |
| 2. Budget Calendar submitted to Council for review | January 14 |
| 3. Prepare Proposed Budget | March – May |
| 4. Budget Committee Applications Due | March 5 by 4:00 pm |
| 5. Council to appoint Budget Committee Members | March 10 |
| 6. Send Budget Committee Meeting notice to Pamplin Media | May 1 |
| 7. Publication date: 1 st Notice of Budget Committee Meeting on city website | May 1 |
| 8. Publication date: 2 nd Notice of Budget Committee Meeting in <i>Woodburn Independent</i> | May 6 |
| 9. Budget Training Class – for those needing a refresher course | May 14 at 6:00 pm |
| 10. Proposed Budget delivered to Committee Members and posted on website | May 15 |
| 11. Budget Committee Meeting (schedule subsequent meetings, if needed) | May 19 at 6:00 pm |
| 12. Send Notice of Budget Hearing (LB-1) to Pamplin Media for publishing | May 21 |
| 13. Publication date: Notice of Budget Hearing (LB-1) in the <i>Woodburn Independent</i> | May 27 |
| 14. Budget Hearing
Enact resolutions to adopt budget, make appropriations & impose tax | June 9 at 6:45 pm |
| 15. Submit resolution and LB-50 to Marion County | by July 15 |
| 16. Submit State Share Revenue documents to Dept. of Administrative Services | by July 30 |
| 17. Send copy of the Adopted Budget to Marion County | by September 30 |