



# CITY OF MILL CITY

## Budget Calendar

Fiscal Year 2016-2017

**DATE:** January 6, 2016  
**TO:** Mayor Thacker, City Councilors and Budget Committee Members  
**FROM:** Stacie Cook, MMC, City Recorder and Trisha Ruby, Finance Clerk  
**REGARDING:** Budget Calendar and Meeting Schedule

Day	Date	Time	Place	Purpose
T	Jan 12			Send out Councilor Surveys Via Council Packet
Tu	Feb 23		Council Mtg	Mayor appoints Budget Committee Members – If necessary
F	Apr 1		Newspaper	First notice of 1 <sup>st</sup> Budget Meeting & 2 <sup>nd</sup> Budget Meeting/State Revenue Sharing Hearing (public hearing)
F	Apr 8		Newspaper	Second notice of 1 <sup>st</sup> Budget Meeting & 2 <sup>nd</sup> Budget Meeting/State Revenue Sharing Hearing (public hearing)
W	Apr 13	6:30 p.m.	Mill City City Hall	1 <sup>st</sup> Mtg: Distribution of Budget & Budget Message
W	Apr 20	6:30 p.m.	Mill City City Hall	2 <sup>nd</sup> Mtg: Discuss Budget - approve non-personal services funds & State Revenue Sharing Hearing (public testimony)
Th	Apr 28	6:30 p.m.	Mill City City Hall	3 <sup>rd</sup> Mtg: To approve other funds.
Th	May 5	6:30 p.m.	Mill City City Hall	4 <sup>th</sup> Mtg: <b>(IF NEEDED)</b> discuss and approve Personal Services subcategories.
F	May 27		Newspaper	Publish notice of Council Hearing re: budget & state revenue sharing & financial summary
Tu	Jun 14	6:30 p.m.	Mill City City Hall	Council Public Hearing re: budget & state revenue sharing
Tu	Jun 14	6:30 p.m.	Mill City City Hall	Council Adopt Budget: Resolutions re: appropriations, tax levy & revenue sharing.
	June 30			Department of Admin. Services; Resolutions for State Revenue Sharing: certif. of hearing & 4 + municipal services
	July 15			County Assessor (both): 2 copies of budget resolutions & 2 copies of LB 50
	Sep 30			County Clerk (both): Complete budget & resolutions

Notice of the first budget meeting must be published in the paper (or mailed or hand-delivered) twice at least seven (7) days apart and not sooner than five (5) days nor longer than thirty (30) days prior to the first meeting. Notice of subsequent meetings do not have to be published but must be posted, either individually or in one single posting, and notice must comply with ORS 294.406.

If public testimony is not received at the first meeting, along with the budget message, opportunity must be provided at subsequent meetings. Notice of at least the first meeting at which public testimony will be received must be published. Notice of meetings should include a statement regarding handicapped accessibility.

**THIS CALENDAR IS SUBJECT TO CHANGE**