

## Port of Port Townsend 2021 Operating & Capital Budget Development Schedule

* July 22, 2020	5:30	<i>Draft 2021 Budget Schedule and process discussed and approved at Commission meeting.</i>
July 27-31, 2020	TBD	<i>Group work sessions with Department Managers and Port Directors to discuss budget.</i>
* August 12, 2020	9:30	<i>Workshop session - discuss issues, goals &amp; assumptions, with review of YTD June 2020 budget to actual results. Include Operations &amp; Maintenance Managers to discuss proposed rates and expenses.</i>
August 17-21, 2020	TBD	<i>Individual budget work sessions with Department Managers and Port Directors.</i>
August 26, 2020	9:00	<i>Group work session with Department Managers and Port Directors to discuss budget, as needed.</i>
* August 26, 2020	5:30	<i>2021 Budget status and potential issues discussed at Commission meeting, as needed.</i>
* September 9, 2020	9:30	<i>Workshop session - continue discussion of 2021 Budget issues, and review revenue projections. County Assessor will attend to present recommended budgeted property tax levy for 2021.</i>
September 18, 2020		<i>1st draft of budget and proposed rates posted on Port website, for September 23rd meeting.</i>
* September 23, 2020	5:30	<i>1st draft of budget and proposed rates presented to Commissioners and public.</i>
* October 14, 2020	1:00	<i>2nd review of draft 2021 budget and proposed rates.</i>
October 14-21, 2020		<i>Advertise budget hearings in Leader &amp; PDN, once per week for two (2) consecutive weeks, per RCW 53.35.020</i>
* October 28, 2020	9:30	<i>1st public hearing and public comment period on 2021 Budget and requisite resolutions (budget, property tax, IDD levy &amp; rates).</i>
* November 10, 2020	1:00	<i>2nd public hearing and public comment period on 2021 Budget, as necessary, or adopt final 2021 Budget and requisite resolutions (budget, property tax, IDD levy &amp; rates).</i>
* November 24, 2020	5:30	<i>If 2021 Budget was not adopted previously, adopt final 2021 Budget, including requisite resolutions.</i>
November 30, 2020		<i>Tax levy resolutions and adopted budget due to Jefferson County, per RCW.</i>

\* Commission Meetings