

Port of Port Townsend 2025 Operating & Capital Budget Development Schedule

*	July 10, 2024	1:00	<i>Proposed 2024 Budget Schedule and process discussed and approved at Commission meeting.</i>
	July 22-31, 2024	TBD	<i>Group work sessions with Operations Manager, Harbormaster, and Port Directors to discuss budget.</i>
*	August 14, 2024	9:30	<i>Workshop session - discuss issues, goals & assumptions, with review of YTD June 2024 budget to actual results. Include Operations Manager and Harbormaster to discuss proposed rates and expenses.</i>
	August 19-23, 2024	TBD	<i>Individual budget work sessions with Operations Manager, Harbormaster, and Port Directors.</i>
	August, 2024	TBD	<i>2025 Budget outlook, status, and potential issues discussed with Commissioners individually, as needed.</i>
*	September 11, 2024	9:30	<i>Workshop session - continue discussion of 2025 Budget initiatives, issues, and review revenue projections. County Assessor will attend to present recommended budget, general property tax levy for 2025. May include discussions of IDD levy for 2025.</i>
	September 20, 2024		<i>1st draft of budget and proposed rates posted on Port website, for September 25th Commission meeting.</i>
*	September 25, 2024	5:30	<i>1st draft of budget and proposed rates presented to Commissioners and public for review and discussion.</i>
*	October 9, 2024	1:00	<i>2nd review of draft 2024 budget, proposed rates and changes requested from 1st draft review.</i>
	October 9, 2024		<i>Advertise budget hearings in Leader & PDN, once per week for two (2) consecutive weeks, per RCW 53.35.020</i>
*	October 22, 2024	5:30	<i>1st public hearing on 2025 Budget and requisite resolutions (budget, property tax levy, IDD levy & rates).</i>
*	November 13, 2024	1:00	<i>Continued public hearing on 2025 Budget, as necessary, or adopt final 2025 Budget and requisite resolutions (budget, property tax levy, IDD levy & rates).</i>
*	November 26, 2025	1:00	<i>If 2025 Budget was not adopted previously, adopt final 2025 Budget, including requisite resolutions.</i>
	November 30, 2024		<i>Tax levy resolutions due to Jefferson County, per RCW 84.52.070 and SHB 1309. Final allowed submission date to be certified by the Jefferson County Assessor.</i>
	December 2, 2024		<i>2025 budget must be adopted no later than the 1st Monday in December, per RCW 53.35.045</i>

* **Commission Meetings**