

Cowlitz County
2021 Budget Preparation Calendar – UPDATED 9/30/2020

This schedule may be modified from time-to-time.

July	<ul style="list-style-type: none"> Administrative Services prepares Guidelines, Cost Estimates for personnel & benefits, and cost allocations plans CIP Committee provides Six-Year Capital preliminary plan to BoCC Road Fund submits draft of Six-Year Road Program to BoCC 	
RCW 36.40.250	Biennial Budget Review	
On or before July 23	Budget Guidelines and Forms available from Admin Services	
Monday, August 10 RCW 36.40.030	<ul style="list-style-type: none"> Requests for New Expenditure/Revenue lines – ongoing Requests for Personnel adjustments Requests for vehicles in Motor Pool vehicles & equipment Requests for technology Potential Grant revenue worksheet Departments complete data entry CHANGES in budget database 	
August 10 - August 25	Admin Services will review submissions; departments may make technical corrections before Preliminary Budget is presented	
Tuesday, September 1 RCW 36.40.050	Expenditure & revenue estimates presented to Commissioners	
Thursday, Sept. 17 & 24	Public Workshop: Department Requests with BoCC & Admin Services	GMR @ 9:00 a.m.
Wednesday, October 7	Public Workshop: CIP Program / Tourism / Grants / COVID \$\$ / Continued Discussions on Revenues vs. Expenditures	GMR @ 9:30 a.m.
Thursday, October 8	Public Workshop: Information Technology / Equipment/ Vehicles	GMR @ 9:00 a.m.
Wednesday, October 14	Public Workshop: Mental Health Tax / Continued Discussions on Revenues vs. Expenditures	GMR @ 9:30 a.m.
Thursday, October 15	Public Workshop: Road Fund and General Levies (confirm/finalize #'s)	GMR @ 9:00 a.m.
Thursday, November 12	Departments submit revised fee schedules for 2021 to Admin Services	
Tuesday, November 17	Road Fund and General Fund Levies presented to BoCC	
November 30 RCW 84.52.030	BoCC sets Road Fund & General Fund Levies; Special Taxing District budgets & levy information due to BoCC, & Certified to Assessor's Office	
Tuesday, December 8 (Continued as needed December 15, 22) December 31 RCW 36.40.071	Public Hearing - Documents presented to BoCC: <ul style="list-style-type: none"> Taxing District Budgets Amended Levy Requests for General Fund & Road Fund, if needed Six-Year Road Program Six-Year County Capital Program Resolution Setting Fees - various County Departments Proposed Amended County Budget 2021	