

## Timeline

Date	Action
February 19 (Tuesday)	<b>College Board of Education Meeting (The Dalles)</b> <ul style="list-style-type: none"> <li>• Appoint Budget Officer</li> <li>• Review budget calendar</li> </ul>
March 13 (Wednesday)	<b>Budget Committee Training (The Dalles)</b> <ul style="list-style-type: none"> <li>• Review budget structure</li> <li>• Discuss budget requirements</li> <li>• Familiarize with past trends</li> <li>• Discuss budget priorities</li> </ul>
March 15 – April 15	<b>Publication of Budget Committee Meeting Notices</b>  Publish Public Notice of First Budget Committee Meeting (Publish once 5-30 days prior to First Budget Committee Meeting) <ul style="list-style-type: none"> <li>• Hood River News and The Dalles Chronicle</li> <li>• Columbia Gorge Community College, cgcc.edu/budget-finance</li> </ul>
April 18 (Thursday) 6:00 pm	<b>First Budget Committee Meeting (The Dalles)</b> The Budget Committee meets as needed to review and approve the budget.
April 23 (Tuesday) 6:00 pm	<b>Second Budget Committee Meeting (Hood River)</b> The Budget Committee meets as needed to review and approve the budget.
April 24 (Wednesday) 6:00pm	<b>Optional Third Budget Committee Meeting (The Dalles)</b> Budget Committee Approves Budget no later than April 24
April 25 – May14	<b>Publication of Budget Hearing Notice and Financial Summary</b> <b>College Board of Education Meeting</b> Publish Notice of Budget Hearing and Financial Summary (Publish once 5-30 days prior to Budget Hearing) <ul style="list-style-type: none"> <li>• Hood River News and The Dalles Chronicle</li> <li>• Columbia Gorge Community College, cgcc.edu/budget-finance</li> </ul>
May 21 (Tuesday) 6:00 pm	<b>College Board of Education Meeting &amp; Budget Hearing (Hood River)</b> <ul style="list-style-type: none"> <li>• Board of Education holds Budget Hearing</li> <li>• Board Approves Budget Resolution to Adopt Budget (must be done by June 30), Make Appropriations, Levy and Categorize Property Taxes</li> </ul>
July 15	<b>Filing Deadline</b>  Deadline for Budget Officer to file all Property Tax Levy Forms, Adopted Budget Resolutions and Adopted Budget Document with County Assessors  Deadline for Budget Officer to file Adopted Budget Document with Dept. of Community Colleges and Workforce Development

**Chart 1 – Budget Timeline**