



# The Budget Process

## Hillsboro's Budget Process

The process followed in the preparation of the budget complies with Oregon Local Budget Law established by Oregon Revised Statutes.

City management seeks and welcomes public input, participation and deliberation throughout the process. Budget Committee meetings are open to the public and are advertised on the City's website, social media channels, and in Hillsboro's local newspapers.

The City has transitioned from an annual budget to a biennial budget. The Biennial Years (BY) 2023-25 is the first biennial budget produced by the City. The current budget process below is expected to change for the next biennial budget cycle.

The proposed budget is submitted to the Budget Committee in May and the approved budget is submitted to the City Council in June for adoption. Both are available to the public prior to each meeting.

City departments work with the Finance Department to compile their budget and capital requests between November and March. This information is then reviewed by City management. During the same time frame, Finance and City management review revenue and expenditure forecasts, as well as financial trends. All of this information is compiled, prepared and presented to the Budget Committee as the proposed budget.

After the Budget Committee reviews and deliberates over the proposed budget and makes any appropriation changes, the Committee then approves and forwards the budget to the City Council. After a public hearing, the Council takes action on any final changes deemed appropriate, and adopts the budget in mid June. The adopted budget becomes effective July 1. The final adopted budget is available on the City's website.

