



**County Executive Office**

Eric Rood Administrative Center | 950 Maidu Avenue, Suite 220, Nevada City, CA 95959

Phone: 530-265-7040 | Fax: 530-265-9839

[CEO@NevadaCountyCA.gov](mailto:CEO@NevadaCountyCA.gov)

**NEVADA COUNTY BOARD OF SUPERVISORS  
Board Agenda Memo**

---

**MEETING DATE:** February 20, 2024

**TO:** Board of Supervisors

**FROM:** Alison Lehman, CEO

**SUBJECT:** Approval of the 2024/2025 Proposed Budget Schedule and Policies, as discussed at the Board's January Workshop.

---

**RECOMMENDATION:** Approve the proposed budget schedule and policies.

**FUNDING:** N/A

**BACKGROUND:**

At the Board of Supervisors Workshop meetings, which were held January 17, 18 and 19 of 2024, the 2024/2025 budget development process and budget policies were discussed and were referred to in the CEO fiscal presentation. The 2024/2025 budget policies are revised from the 2023/2024 budget policies. Attached for your consideration is the following:

2024/2025 Nevada County Budget Policies

We recommend the following timeline to prepare the 2024/2025 budget:

Budget Kick-off-Release to Department Heads	January 31, 2024
Budgets Due to the CEO's Office – staggered	March 1, March 8 & 22, 2024
CEO's Analysis and Meetings with Departments	March 4 – April 12, 2024
Sub-Committee Meetings	April 26 – May 17, 2024
Compilation of the Budget Document	May 20 – June 7, 2024
Budget Hearing	June 18, 2024
Final Budget Adoption	June 25, 2024

At regular intervals, we will provide progress reports to you in the Friday Nevada County News releases.

Item Initiated by: Martin Polt, Deputy County Executive Officer/CFO

Approved by: Alison Lehman, County Executive Officer