

Benton County Budget Committee Roles and Expectations

The purpose of the Budget Committee is to serve as the forum for public review of the proposed biennial budgets for Benton County, Benton County 911 Emergency Communications Services, and the Benton County Library Service District. A Budget Committee consisting of three (3) appointed citizens and the Board of Commissioners is presented a proposed budget for review and approval. A summary of the approved budget is published, then the Board of Commissioners conducts a final public hearing and adopts the budget. All meetings discussing the budget are open to the public. The biennial budget period extends from July 1 to June 30, every two years.

Roles of the Budget Committee

- Perform the requirements of State Law & County Charter
- Recommend (approve) a budget for Adoption by the Board of Commissioners
- Set the maximum annual tax levy
- Set the salaries for the Board of Commissioners, Sheriff, and District Attorney
- Evaluate the budget relative to the County's strategic plan

Expectations for Citizen Members

- Challenge assumptions
- Review necessary materials
- Attend all meetings & trainings
- Be prepared
- Ask questions
- Familiarize oneself with Benton County policies and procedures
- Provide feedback from community contacts

To ensure success, Citizen members serving on the Budget Committee can expect the County to assist by defining roles and responsibilities, creating relationships with County staff and departments, providing necessary materials and information, providing appropriate trainings prior to the budget sessions, providing advance notice of meeting dates and times, and providing proposals of County-wide plans and goals.

Time commitment: 30 volunteer hours between April and May of each biennium; meetings are typically held during normal business hours (8:00 a.m. – 5:00 p.m.) with occasional evening sessions and public hearings sometimes into the early evening.

Benton County is committed to equitably serving all members of the community and welcomes ideas that value the principles of equity, diversity and inclusion in every aspect of County governance, services, and operations to County residents and visitors. We



Financial Services Department

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seek applicants with diverse perspectives and lived experiences, which will support the accessibility of our services for all our community members to thrive.

Applications due to rick.crager@bentoncountyor.gov no later than Friday, April 25, 2025.

Enclosed: Application



**Benton County Budget Committee
Application**

New Applicant

Reapplying

Name:

Address:

Street

City

State

Zip Code

Cell Phone:

Email:

Years Lived in Benton County?:

Occupation:

Please give a brief description of the experience, training, or involvement in the community that qualifies you for membership on this budget committee. If you wish, you may attach a resume or other material describing your qualifications.

Please list the community concerns that you would like to address if you are appointed to the committee. List them in order of priority, with the most important first.

Signature:

Date:

County Use Only

Received By:

Date Received:

*Applications due: April 25, 2025 Please return via
email to rick.crager@bentoncountyor.gov*