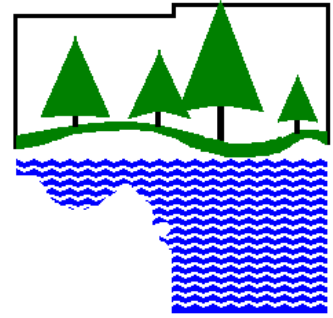


ITASCA COUNTY

Courthouse
Administrative Services
123 NE 4th Street
Grand Rapids, MN 55744-2600
Office (218) 327-7363 Fax (218) 327-2848



DATE: December 23, 2019

TO: Individuals on County Board Agenda Mailing List
Individuals Responsible for Preparing RBA's
Posting to County Website

FROM: Amanda Schultz, Deputy Clerk of the County Board

SUBJECT: Schedule of 2020 County Board Meetings and Request for Board Action (RBA) Due Dates

At their December 17, 2019, County Board meeting, the Itasca County Board of Commissioners set the Year 2020 schedule of Itasca County Board meetings (Resolution #2019-83), as delineated below.

By accessing the CivicClerk, County staff complete Requests for Board Action (RBAs), attach supporting documents and submit their requests by 4:30 p.m. on the Thursday prior to a scheduled meeting day, unless otherwise noted. If a member of the public or outside entity would like to be placed on a County Board agenda, it is recommended that they contact the Department which most closely represents their concern. Please contact the Deputy Clerk of the County Board if you have any questions or need CivicClerk instructions and assistance.

If you have documents that require signature following their approval, please route originals for signature to the Deputy Clerk of the County Board prior to the meeting date to ensure timeliness of receiving signatures. Alternatively, Itasca County can utilize a service which allows documents to be signed electronically. Please contact the Deputy Clerk of the County Board for more information regarding this service.

Please save this memo/schedule for reference throughout Year 2020.

Organizational Meeting

The **Year 2020 Organizational Meeting** will be held on **Tuesday, January 7, 2020**, at 2:30 p.m. pursuant to M.S. 375.07. The RBAs for this meeting are due Thursday, January 2, 2020, at 4:30 p.m.

Work Sessions

County Board Work Sessions are scheduled for 2:30 p.m., on the first and third Tuesday of the month, unless otherwise noted. The Work Session dates for the Year 2020 and the due dates for RBA's for these Work Sessions are as follows:

COUNTY BOARD WORK SESSION

MEETING DATES 2:30 p.m.

Tuesday, January 7, 2020
Tuesday, January 21, 2020
Tuesday, February 4, 2020
Tuesday, February 18, 2020
Tuesday, March 3, 2020
Tuesday, March 17, 2020
Tuesday, April 7, 2020
Tuesday, April 21, 2020
Tuesday, May 5, 2020
Tuesday, May 19, 2020
Tuesday, June 2, 2020
Tuesday, June 16, 2020
Tuesday, July 7, 2020
Tuesday, July 21, 2020
Tuesday, August 4, 2020
Tuesday, August 18, 2020
Tuesday, September 1, 2020
Tuesday, September 15, 2020
Tuesday, October 6, 2020
Tuesday, October 20, 2020
Tuesday, November 3, 2020
Tuesday, November 17, 2020
Tuesday, December 1, 2020
Tuesday, December 15, 2020

RBA'S ARE DUE

BY 4:30 p.m.

Thursday, January 2, 2020
Thursday, January 16, 2020
Thursday, January 30, 2020
Thursday, February 13, 2020
Thursday, February 27, 2020
Thursday, March 12, 2020
Thursday, April 2, 2020
Thursday, April 16, 2020
Thursday, April 30, 2020
Thursday, May 14, 2020
Thursday, May 28, 2020
Thursday, June 11, 2020
Thursday, July 2, 2020
Thursday, July 16, 2020
Thursday, July 30, 2020
Thursday, August 13, 2020
Thursday, August 27, 2020
Thursday, September 10, 2020
Thursday, October 1, 2020
Thursday, October 15, 2020
Thursday, October 29, 2020
Thursday, November 12, 2020
* Tuesday, November 24, 2020
Thursday, December 10, 2020

Regular Sessions

County Board Regular Sessions are scheduled for 2:30 p.m., on the second and fourth Tuesday of the month, unless otherwise noted. The Regular Session dates for the Year 2020 and the due dates for RBA's for these Regular Sessions are as follows:

COUNTY BOARD REGULAR SESSION

MEETING DATES 2:30 p.m.

Tuesday, January 14, 2020
Tuesday, January 28, 2020
Tuesday, February 11, 2020
Tuesday, February 25, 2020
Tuesday, March 10, 2020
Tuesday, March 24, 2020
Tuesday, April 14, 2020
Tuesday, April 28, 2020
Tuesday, May 12, 2020
Tuesday, May 26, 2020
Tuesday, June 9, 2020
Tuesday, June 23, 2020
Tuesday, July 14, 2020
Tuesday, July 28, 2020
Tuesday, August 11, 2020
Tuesday, August 25, 2020
Tuesday, September 8, 2020
Tuesday, September 22, 2020
Tuesday, October 13, 2020
Tuesday, October 27, 2020
Tuesday, November 10, 2020
Tuesday, November 24, 2020
Tuesday, December 8, 2020

RBA'S ARE DUE

BY 4:30 p.m.

Thursday, January 9, 2020
Thursday, January 23, 2020
Thursday, February 6, 2020
Thursday, February 20, 2020
Thursday, March 5, 2020
Thursday, March 19, 2020
Thursday, April 9, 2020
Thursday, April 23, 2020
Thursday, May 7, 2020
Thursday, May 21, 2020
Thursday, June 4, 2020
Thursday, June 18, 2020
Thursday, July 9, 2020
Thursday, July 23, 2020
Thursday, August 6, 2020
Thursday, August 20, 2020
Thursday, September 3, 2020
Thursday, September 17, 2020
Thursday, October 8, 2020
Thursday, October 22, 2020
Thursday, November 5, 2020
Thursday, November 19, 2020
Thursday, December 3, 2020

As always, please do not hesitate to contact me if you have any questions or concerns regarding any County Board related matter!