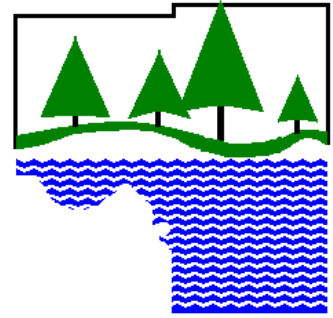


ITASCA COUNTY

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



DATE: December 7, 2020

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 2021 County Board Meetings and Request for Board Action (RBA) Due Dates

At their November 24, 2020, County Board meeting, the Itasca County Board of Commissioners set the Year 2021 schedule of Itasca County Board meetings (Resolution #2020-50), 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 2021.

Organizational Meeting

The **Year 2021 Organizational Meeting** will be held on **Tuesday, January 5, 2021**, at 2:30 p.m. pursuant to M.S. 375.07. The RBAs for this meeting are due Thursday, December 31, 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 2021 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 5, 2021
Tuesday, January 19, 2021
Tuesday, February 2, 2021
Tuesday, February 16, 2021
Tuesday, March 2, 2021
Tuesday, March 16, 2021
Tuesday, April 6, 2021
Tuesday, April 20, 2021
Tuesday, May 4, 2021
Tuesday, May 18, 2021
Tuesday, June 1, 2021
Tuesday, June 15, 2021
Tuesday, July 6, 2021
Tuesday, July 20, 2021
Tuesday, August 3, 2021
Tuesday, August 17, 2021
Tuesday, September 7, 2021
Tuesday, September 21, 2021
Tuesday, October 5, 2021
Tuesday, October 19, 2021
Tuesday, November 2, 2021
Tuesday, November 16, 2021
Tuesday, December 7, 2021
Tuesday, December 21, 2021

RBA'S ARE DUE

BY 4:30 p.m.

Thursday, December 31, 2020
Thursday, January 14, 2021
Thursday, January 28, 2021
Thursday, February 11, 2021
Thursday, February 25, 2021
Thursday, March 11, 2021
Thursday, April 1, 2021
Thursday, April 15, 2021
Thursday, April 29, 2021
Thursday, May 13, 2021
Thursday, May 27, 2021
Thursday, June 10, 2021
Thursday, July 1, 2021
Thursday, July 15, 2021
Thursday, July 29, 2021
Thursday, August 12, 2021
Thursday, September 2, 2021
Thursday, September 16, 2021
Thursday, September 30, 2021
Thursday, October 14, 2021
Thursday, October 28, 2021
* Wednesday, November 10, 2021
Thursday, December 2, 2021
Thursday, December 16, 2021

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 2021 and the due dates for RBA's for these Regular Sessions are as follows:

<u>COUNTY BOARD REGULAR SESSION</u> <u>MEETING DATES 2:30 p.m.</u>	<u>RBA'S ARE DUE</u> <u>BY 4:30 p.m.</u>
Tuesday, January 12, 2021	Thursday, January 7, 2021
Tuesday, January 26, 2021	Thursday, January 21, 2021
Tuesday, February 9, 2021	Thursday, February 4, 2021
Tuesday, February 23, 2021	Thursday, February 18, 2021
Tuesday, March 9, 2021	Thursday, March 4, 2021
Tuesday, March 23, 2021	Thursday, March 18, 2021
Tuesday, April 13, 2021	Thursday, April 8, 2021
Tuesday, April 27, 2021	Thursday, April 22, 2021
Tuesday, May 11, 2021	Thursday, May 6, 2021
Tuesday, May 25, 2021	Thursday, May 20, 2021
Tuesday, June 8, 2021	Thursday, June 3, 2021
Tuesday, June 22, 2021	Thursday, June 17, 2021
Tuesday, July 13, 2021	Thursday, July 8, 2021
Tuesday, July 27, 2021	Thursday, July 22, 2021
Tuesday, August 10, 2021	Thursday, August 5, 2021
Tuesday, August 24, 2021	Thursday, August 19, 2021
Tuesday, September 14, 2021	Thursday, September 9, 2021
Tuesday, September 28, 2021	Thursday, September 23, 2021
Tuesday, October 12, 2021	Thursday, October 7, 2021
Tuesday, October 26, 2021	Thursday, October 21, 2021
Tuesday, November 9, 2021	Thursday, November 4, 2021
Tuesday, November 23, 2021	Thursday, November 18, 2021
Tuesday, December 14, 2021	Thursday, December 9, 2021

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