

2009-2010 LCOG BUDGET PROCESS

<u>DATE</u>	<u>TASK--RESPONSIBLE PERSON(S)</u>
11/13/08	Executive Committee establishes budget assumptions--GK Executive Committee Reviews Proposed Dues Rates for FY10--GK
12/11/08	Board adopts Budget Process and Assumptions--GK Board approves Member Dues Rates based on Proposed Schedule--GK Board approves FY08 Financial Statements--GK
12/29/08	Dues Schedule mailed to member jurisdictions--GK
2/2/09	Budget Committee member(s) recruited. E-mail RG for notice to be placed in 2/4/09 City/Region section – Linda C
3/2/09	Deadline for receiving Budget Committee applications—Linda C
3/12/09	Executive Committee appoints Budget Committee--GK
3/24/09	FAX legal notice to RG on Budget Committee meeting for publication in March 29 paper (At least 8 – no more than 14 days in advance). —Linda C
4/9/09	Executive Committee and Budget Committee review Revised FY09 Budget--GK Recommend adoption of Revised FY09 Budget to LCOG Board Executive Committee and Budget Committee review draft FY10 Budget—GK
4/23/09	Board adopts FY09 Revised Budget—GK Proposed FY10 Work Program and Budget presented to the Board.
4/28/09	FAX legal notice to RG on Budget Committee meeting for publication in May 3 paper (At least 8 – no more than 14 days in advance). —Linda C
4/30/09	Budget/Executive Committees mailing—GK/Ann
5/14/09	Budget Committee meeting--approve FY10 Budget—GK
6/09/09	FAX notice of Public Hearing to RG for publication Sunday, June 14 newspaper. (At least 8 – no more than 14 days in advance). Linda C
6/25/09	Public Hearing on Budget/Adoption of FY10 Budget by Board--GK
6/26/09	Final document printed--(50)—Linda C Copies mailed to Board members in July—GK Document made available on the LCOG Internet site.
7/2/09	Save final budget document, advertisements and revised budgets from prior year to send to Department of Revenue if requested.—Linda C
12/10/09	Board approves FY09 Financial Statements--GK