2007-2008 LCOG BUDGET PROCESS

DATE	TASK--RESPONSIBLE PERSON(S)
11/16/06	Executive Committee establishes budget assumptions--GK Executive Committee Reviews Proposed Dues Rates for FY08--GK
12/14/06	Board adopts Budget Process and Assumptions--GK Board approves Member Dues Rates based on Proposed Schedule--GK Board approves FY06 Financial Statements--GK
12/28/06	Dues Schedule mailed to member jurisdictions--GK
2/5/07	Budget Committee member(s) recruited. E-mail RG for notice to be placed in 2/7/07 City/Region section – Linda C
3/2/07	Deadline for receiving Budget Committee applications—Linda C
3/15/07	Executive Committee appoints Budget Committee--GK
4/4/07	FAX legal notice to RG on Budget Committee meeting for publication in April 8 paper (At least 8 – no more than 14 days in advance). —Linda C
4/19/07	Executive Committee and Budget Committee review Revised FY07 Budget--GK Recommend adoption of Revised FY07 Budget to LCOG Board Executive Committee and Budget Committee review draft FY08 Budget—GK
4/26/07	Board adopts FY07 Revised Budget—GK Proposed FY08 Work Program and Budget presented to the Board. <u>The Budget document is mailed to members that did not attend the Board meeting. No additional copies distributed to Board members until final adopted document is printed--GK ???</u>
5/02/07	FAX legal notice to RG on Budget Committee meeting for publication in May 6 paper (At least 8 – no more than 14 days in advance). —Linda C
5/10/07	Budget/Executive Committees mailing—GK/Ann
5/17/07	Budget Committee meeting--approve FY08 Budget—GK
6/13/07	FAX notice of Public Hearing to RG for publication Sunday, June 17 newspaper. (At least 8 – no more than 14 days in advance). --Linda C
6/28/07	Public Hearing on Budget/Adoption of FY08 Budget by Board--GK
6/29/07	Final document printed--(60)—Linda C Copies distributed to Board members at July meeting—GK
7/2/07	Mail final budget document, advertisements and revised budgets from prior year to Department of Revenue (Due by 7/15 to Dept of Rev) —Linda C
12/13/07	Board approves FY07 Financial Statements--GK