



FISCAL YEAR 2008 BUDGET CALENDAR

2007

May 22	Board approve calendar
July 13	Finance Director prepares budget packets for distribution to departments. Management Team members also asked to complete narratives, strategic plans and equipment request lists using designated format.
August 6	Departments submit completed budget requests, narratives, strategic plans, and equipment lists to the Finance Director.
August 13 - August 17	Administration staff conduct initial review of department budgets with department heads and elected officials as necessary.
August 24	Departmental budgets submitted to Board of Commissioners.
August 31	Component Units Budgets Due to Finance Director (Parks, Library, U Ctr, EMS, Road Cmsn, Cmsn on Aging, Bus, Sportsplex, M-TEC)
September 4	Board of Commissioners Budget Work Session – 1:30 p.m., Room 212
September 11	Board of Commissioners Budget & Finance Cmt Meeting – 1:30 p.m., Room 212
September 18	Board of Commissioners Budget & Finance Cmt Meeting – 1:30 p.m., Room 212
September 25	Board of Commissioners Budget & Finance Cmt Meeting – 1:30 p.m., Room 212
October 2	Board of Commissioners Budget & Finance Cmt Meeting – 1:30 p.m., Room 212
October 9	Board of Commissioners Budget & Finance Cmt Meeting – 1:30 p.m., Room 212
October 24	Board of Commissioners Budget & Finance Cmt Meeting – 9:00 a.m., Room 212
October 31	Board of Commissioners Budget & Finance Cmt Meeting – 1:00 p.m., Room 212
November 17&21	Public Hearing notices published in Gaylord Herald Times
November 27	Board holds Truth-in-Taxation hearing and Public Hearing on the Budget. Adopts General Appropriations Act resolution.

All Budget Work Sessions will be conducted in Room 212 of the downtown Courthouse, 225 West Main, Gaylord, MI 49735. In compliance with the Americans with Disabilities Act, persons requiring assistance to fully participate in the meeting should contact the County Administrator's office 12 hours prior to the meeting.