

Introduced by the Finance Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION ESTABLISHING THE BUDGET CALENDAR FOR 2004

RESOLUTION #03-56

WHEREAS, Public Act 621 of 1978 provides that the Board of Commissioners establishes an appropriate time schedule for preparing the budget; and

WHEREAS, this Act requires that each elected official, department head, administrative office or employer of a budgetary center shall comply with the time schedule and requests for information from the Controller.

THEREFORE BE IT RESOLVED, that the attached budget calendar for the 2004 budget process be adopted.

BE IT FURTHER RESOLVED, that the County Clerk shall be directed to provide written notification of the attached budget calendar to all elected officials and department heads.

FINANCE: Yeas: Grebner, Swope, Hertel, Thomas, Minter
Nays: None **Absent:** Dedden **Approved 3/5/03**

SUMMARY

2004 BUDGET CALENDAR

- March 5 Finance Committee recommends 2004 budget calendar.
- March 11 Board of Commissioners approves 2004 budget calendar.
- April 3 - 9 Board Committees begin review of budget background information, performance measures and activity indicators for formulation of strategic goals for 2004. Committees also review fees for various county services to make recommendations for any appropriate increases to be effective January 1, 2004.
- April 17 - 23 Board Committees continue discussions regarding formulation of strategic goals for 2004. Committees also make recommendations for increases to fees for various county services to be effective January 1, 2004.
- April 29 Board of Commissioners adopts increases to fees for various county services to be effective January 1, 2004.
- May 1 - 6 Liaison Committees forward recommendations for strategic goals for 2004 to the Finance Committee.
- May 7 Finance Committee recommends strategic goals for 2004.
- May 13 Board of Commissioners adopts strategic goals for 2004.
- May 30 Department heads, agencies and community agencies submit operating and capital budgets.
- June 16 - 20 Controller holds budget meetings with departments.
- August 15 Controller's Recommended Budget distributed to full Board of Commissioners.
- August 21 - Sept. 11 Liaison Committees hold hearings on operating and capital budget recommendations. (Exact dates to be announced by August 1.)
- September 24 Finance Committee holds hearings and makes operating and capital improvement budget recommendations.
- October 28 Board holds public hearing on the General Fund Budget. Board adopts operating and capital budgets and millages.