

# April 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

# May 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 <b>Due:</b> (AO2) Schedule I Report - OPB	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 Memorial Day	26	27	28	29	30
31						

# June 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 CAFR Workshop - basic	3 CAFR Workshop - update	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26 <b>Due:</b> Checklist Item #22 CU GASB Implementation	27
28	29	30				

# July 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Independence Day
5	6	7	8	9 <b>Due:</b> <b>Checklist Item #16</b> Fund Questionnaires	10	11
12	13 <b>Due:</b> Information from Treasury-1 <sup>st</sup> section	14	15	16	17	18
19	20 People First leave liability reports available	21	22	23	24 <b>Checklist Item #20</b> SAS 99 certification	25
26	27	28	29	30	31 Agency closing <b>OLO</b> 700000,780000,500000 <b>Due: Checklist Items:</b> 1,2,4,5,6,7,8,9,10,12,13 ,14,15,18,21,23,24 →	

# August 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Agency closing <b>OLO 570000</b>	4	5 Agency closing <b>OLO</b> 220000,310000,439000, 620000,770000,430000	6 HIS Bal. due-OPEB Agency closing <b>OLO</b> 750000,729700, 480000,489000,650000 ,710000,790000	7 <b>Due:</b> Information from Treasury - 2 <sup>nd</sup> section Agency closing <b>OLO</b> 1100,2100,3600,3700,4100,4200, 4500,5200,5500,6000,6700,6100, 6400,6800,7200,7300,7600,8000	8
9	10	11	12	13	14 Agency closing <b>OLO 840000</b>	15
16	17	18	19	20	21	22
23	24	25	26 <b>Due:</b> All agency adjustments except for CUs	27	28 <b>Due:</b> <b>Checklist Item #3</b> Interfund balancing <b>Checklist Item #11</b> Compensated Absences <b>Checklist Item #17</b> All SWFS forms (except P4)	29
30	31					

# September 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 Labor Day	8	9	10	11 <b>Due:</b> Checklist Item#19 SEFA	12
13	14	15 <b>Due:</b> Information from Treasury – 3 <sup>rd</sup> section	16	17	18	19
20	21	22	23	24	25 <b>Due:</b> Infrastructure information (RSI, MD&A, Note 5) from DOT	26
27	28	29	30 <b>Due:</b> Checklist Item #18 CU statements, forms, and adjustments			

# October 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 <b>Due:</b> Notes 8, 10 and FL Prepaid College Board Audit from SBA	3
4	5	6	7	8	9 <b>Due:</b> <b>Checklist Item #17</b> Form P4	10
11	12 <b>Due:</b> Checklist Certification	13	14	15	16	17
18	19	20	21	22	23 <b>Due:</b> FL Hurricane Catastrophe Fund audit from SBA  Note 6 info from Retirement	24
25	26	27	28	29	30 <b>Due:</b> Turnpike Audit from DOT, Note 2 information from SBA	31

# November 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 <b>Due:</b> Arbitrage Report from SBA	4	5	6	7
8	9	10	11 Veterans' Day	12	13 <b>Due:</b> Blue Cross/Blue Shield report from DMS	14
15	16	17	18	19	20	21
22	23	24	25 <b>Due:</b> Annual Debt Service Report from SBA	26 Thanksgiving Day	27 Friday after Thanksgiving	28
29	30					

# December 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 <b>Due:</b> FRS 2009 RSI info from Retirement (for 2010 CAFR)	18	19
20	21	22	23 <b>Due:</b> HIS 2009 RSI info from Retirement (for 2010 CAFR)	24	25 Christmas Day	26
27	28	29	30	31		

# January 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21 MLK Jr. Birthday	22	23
24	25	26	27	28	29	30
31						

# February 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						