

Harris Chain of Lakes Restoration Council

2010 Annual Report – Schedule

Date (2010)	Major Task
Through May	Contractor procurement by SJRWMD
May - June	Contract effective - contractor reviews previous reports, meeting minutes, and recordings to become familiar with topics
June 4th	HCOLRC meeting – Input from HCOLRC to Contractor
July 9th	HCOLRC meeting - Input from HCOLRC to Contractor
July – August, 2010	Contractor prepares First Draft Report
August 23rd	First Draft Report is sent to SJRWMD project manager to include in the September agenda package
September 10th	HCOLRC Meeting - First Draft review & comment
September 20th	Second Draft Report is sent to SJRWMD project manager to include in the October agenda package
October 1st	HCOLRC Meeting - Second Draft review & comment
October 25th	Third Draft is sent to SJRWMD project manager to include in the November agenda package
November 5th	HCOLRC Meeting - Third Draft review & comment; Final Report Approved
November 15th	Final bound Reports (35) due to SJRWMD
November 19th	SJRWMD sends reports to the chairman for delivery the President & Speaker per 373.467(4)(d) before November 25th

Note 1 – Contractor attendance at the June, July (if held), September, October and November HCOLRC meetings is mandatory. Dates subject to confirmation at least 30 days in advance. There is a possibility that the council will schedule one or two additional meetings if needed to finish the annual report.

Note 2 - Subsequent to preparation of the first draft, all subsequent changes will be prepared in strikethrough and underline format with the source of the proposed change noted.

Note 3 - Annual Report consists of a 10-12 page executive summary to include Council position statements and explanations (to be printed) and a background document to include 2010 meeting minutes, presentations, and position statements (on CD only). Distribution of printed reports are distributed by the council to Senate and House (2) , Lake Delegation (6), Council (9), LCWA (6), Project Manager (2) and SJR Governing Board (10). Report access for the Technical Advisory Group and others will be via the HCOLRC website.