

City of Lake Geneva

2020 Budget Process Schedule

Tuesday, August 6, 2019	<u>Regular Finance, License, and Regulation Committee (FLR) Meeting - Review Timeline and Goals</u>
Monday, August 12, 2019 6:00 PM	<u>Regular City Council Meeting</u> – Approve Timeline and Goals
Tuesday, August 13, 2019	Administrator’s staff meeting to notify Department Heads of Budget due dates and guidelines
Tuesday, August 20, 2019	Department Capital Improvements and Equipment Replacement Budgets due to City Finance Director
Friday, September 13, 2019	Department 2020 Operating Budget Requests due to City Finance Director
Thursday, September 26, 2019 9:00 am – 11:00 am	<u>Special FLR Meeting (Council Chambers):</u> Department Budget Request Presentations 9:00 Library 9:20 Parking 9:40 Court 9:50 Clerk 10:00 PW/Streets/Parks/Cemetery 10:15 Lakefront
Thursday, September 26, 2019 1:00 pm – 3:00 pm	<u>Special FLR Meeting (Council Chambers):</u> Department Budget Request Presentations 1:00 Fire 1:30 Police/ Emergency Mgmt 2:15 Bldg & Zoning 2:30 Administrator 2:45 Finance/Attorney
Thursday, September 26, 2019 4:00 pm – 6:00 pm	<u>Special FLR Meeting (Council Chambers):</u> Budget Request Presentations (if necessary) 4:00 Historic Preservation 4:15 Geneva Lake Level 4:30 GLEA 4:45 Tourism 5:00 YMCA 5:15 Museum 5:30 BID 5:45 Geneva Lake Use 6:00 Avian 6:15 GLLEA
Tuesday, October 1, 2019	Compile/review all Budget requests by Administrator, Finance Director, Mayor, and FLR Chair
Tuesday, October 8, 2019 6:00 pm	<u>Special FLR Meeting</u> – Presentation of Budget Summary/Budget Workshop - Review and Recommendation
Tuesday, October 15, 2019 6:00pm	<u>Regular FLR Meeting</u> – Budget Workshop - Review and Recommendation
Tuesday, October 22, 2019 5:00 pm	<u>Special FLR Meeting</u> – Budget Workshop – Review and Recommendation (if needed)
Monday, October 28, 2019 6:00pm	<u>Regular City Council</u> – approve Budget Summary to publish (preliminary budget on website)
Friday, November 1, 2019	Deadline to newspaper for publishing Budget Summary
Thursday, November 7, 2019	Publication Date for the Budget Summary
Monday, November 25, 2019 6:00pm	<u>Regular Council Meeting with a Public Hearing</u> for the 2019 City Budget