

2021 Budget Timeline

- July 1 – 31st: Department Head staff make capital project requests and recommended adjustments to the Financial Management Plan (FMP) to the Village Administrator
- August 1 – 4th : Administrator reviews Department Head requests and submits draft updates to Financial Advisor
- August 4 – 14th: Financial Advisor drafts updated FMP per staff recommendations
- August 24 – 27th : Finance Committee review draft of updated FMP and recommendation to the Board (need to confirm which date works best for Committee)
- September 1st – 25th: Department Heads draft individual budgets and have them reviewed by respective committees
- September 21st : Village Board review and approval of updated FMP as recommended by Finance Committee
- September 25th: Department budgets due to the Treasurer
- October 2nd : Village Administrator review of draft budget and recommendation to Finance Committee
- October 5th: Village President review of draft budget with Administrator
- October 13th or 15th : Finance Committee review draft budget and recommendation of preliminary budget for the Village Board Workshop (need to confirm which date works best for Committee)
- October 19th: Preliminary budget sent to the Village Board for review prior to Budget Workshop
- October 26th : Village Board Workshop (5:30 p.m)
- October 30th : publication of 2021 budget (15 day notice of budget public hearing)
- November 16th: Budget public hearing and adoption (December 7th is an alternate date if necessary)
- December 21st : Deadline for tax bills to be mailed