



## Staff Report

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| <b>MEMO DATE:</b> | July 30, 2021  |
| <b>TO:</b>        | Village Board  |
| <b>FROM:</b>      | Matt Giese – Village Administrator                             |
| <b>RE:</b>        | <b>Selecting a Date for the Board's Annual Budget Workshop</b> |

### Overview

The Village Board holds an annual review of the recommended draft budget every Fall ahead of approving a preliminary budget. This meeting is called the Budget Workshop and its held on a separate night from regularly scheduled Board meetings. If at all possible, we aim to schedule this meeting on a night where we can achieve full attendance from the Board. A couple weeks ago I asked Lisa to send out a suggested date, but it didn't work for everyone.

Please see the attached draft 2022 Budget timeline/process. There are two potential dates that work within the current draft timeline: November 16<sup>th</sup> or 17<sup>th</sup>. Please discuss and select a date that works best for all (or most) of the Board. Thank you.