

**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

TO: Mayor & City Council  
FROM: Mike Greene – City Administrator  
DATE: January 22, 2024  
RE: Fiscal Year 2024-2025 Budget Calendar

**Background Brief:** Each year the City considers and approves a budget calendar for the upcoming fiscal year to ensure we are meeting our deadlines as outlined in our ordinances. Enclosed in your packet is a proposed budget calendar that outlines our steps in meeting our obligations to approve the FY 24-25 budget.

**Previous Action:** N/A

**Economic Impact:** N/A

**Recommendation:** It is my recommendation to approve the budget calendar as presented.

**Recommended Motion:**

Moved by Council Member \_\_\_\_\_ seconded by Council Member \_\_\_\_\_  
to adopt the proposed Fiscal year 2024-2025 budget calendar.

**Enclosed:** Proposed FY 24-25 Budget Calendar

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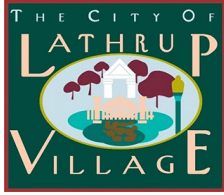
**Kelly Garrett**  
Mayor

**Bruce Kantor**  
Mayor Pro-Tem

**Jalen Jennings**  
Council Member

**Dalton Barksdale**  
Council Member

**Jason Hammond**  
Council Member



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**Proposed FY 24-25 Budget Calendar**

<b>DATES</b>	<b>ACTION</b>
January 22, 2024	STUDY SESSION <ul style="list-style-type: none"> <li>• Present Budget Calendar and Schedule Goal Setting Meeting</li> </ul> COUNCIL MEETING <ul style="list-style-type: none"> <li>• Adopt Budget Calendar</li> </ul>
January 29, 2024	INTERNAL <ul style="list-style-type: none"> <li>• Department Head Budget/Capital Improvement Plan (CIP) Kickoff Meetings</li> </ul>
February 5, 2024	STUDY SESSION <ul style="list-style-type: none"> <li>• Budget Goal Setting</li> </ul>
February 12, 2024	Public Input Meeting – Budget Goals
February 23, 2024	INTERNAL <ul style="list-style-type: none"> <li>• Department Head Requested Budgets Due</li> </ul>
February 26, 2024	STUDY SESSION <ul style="list-style-type: none"> <li>• Budget Goal Setting</li> </ul> COUNCIL MEETING <ul style="list-style-type: none"> <li>• Adopt Budget Goals</li> </ul>
March 4 - 8, 2024	INTERNAL <ul style="list-style-type: none"> <li>• Department Head Requested Budget Review Meetings</li> </ul>
March 15, 2024	DOWNTOWN DEVELOPMENT AUTHORITY <ul style="list-style-type: none"> <li>• Approved Recommended FY 24-25 Budget to Council</li> </ul>
April 16, 2024	PLANNING COMMISSION <ul style="list-style-type: none"> <li>• Approved Recommended 2024-2030 CIP to Council</li> </ul>
April 15, 2024	STUDY SESSION <ul style="list-style-type: none"> <li>• Initial Budget Review</li> </ul> COUNCIL MEETING <ul style="list-style-type: none"> <li>• Set FY 24-25 Budget &amp; CIP Public Hearing Date</li> </ul>
May 6, 2024	BUDGET STUDY SESSION <ul style="list-style-type: none"> <li>• Review 2024-2029 CIP</li> <li>• Review Manager Recommended Budget</li> </ul>
May 20, 2024	COUNCIL MEETING <ul style="list-style-type: none"> <li>• Public Hearing – Budget &amp; CIP</li> <li>• Approve 2024-2030 CIP</li> <li>• Approve Water/Sewer Rate Change (if necessary)</li> <li>• Adopt of FY 24-25 Budget (including DDA)</li> </ul>
June 17, 2024	COUNCIL MEETING <ul style="list-style-type: none"> <li>• Adopt of FY 23-24 Budget Amendments</li> </ul>
July 1, 2024	<b>FY 24-25 Budget Year Begins</b>

<b>Kelly Garrett</b>	<b>Bruce Kantor</b>	<b>Jalen Jennings</b>	<b>Dalton Barksdale</b>	<b>Jason Hammond</b>
Mayor	Mayor Pro-Tem	Council Member	Council Member	Council Member