


**DRAFT**  
**FOR COMMITTEE DISCUSSION**

 <b>Lake County Policy</b>	<b>3.5.FY23 Fiscal Year 2023 Budget Planning Guidance</b>
	Approved by the County Board on: <b>Month Day, Year</b>

**1. Purpose and Intent**

- 1.1 The purpose of this policy is to provide specific planning guidance to County Staff for Fiscal Year 2023 Budget planning.
- 1.2 This Intent of this policy is to support and build on the guidance in policy 3.5 *Budget Development Policy*.

**2. Background**

- 1.1 Policy 3.5 *Budget Development Policy* provides overarching, consistent guidelines and structure that support a strategic, long-term approach to financial management of Lake County's resources. It provides a framework for stability and continuity, clarifying strategic intent, defining boundaries, and accounting for risks.

**3. Scope**

- 3.1 This policy applies to all departments, agencies / commissions, and elected offices whose funding is approved by the Lake County Board, unless meeting criteria that waves this requirement as defined in policy 3.1 *Finance Policy*.

**4. Authority**

- 4.1 Authorities are in accordance with policy 3.1 *Finance Policy*.

**5. Policy**

- 5.1 Working within the standing guidance in 3.5 *Budget Development Policy*, County Administrator and Chief Finance Officer shall provide a Draft Fiscal Year 2023 Budget for Board consideration that includes the following requirements:

**EXAMPLES**

- 5.1.1 A balanced budget with (1) no growth in the tax levy, and (2) an option or scenario that assumes a property tax levy of allowable CPI growth and new property growth.
- 5.1.2 A salary increase for non-union personnel shall be a minimum of x.xx%.
- 5.1.3 Focuses on a strategic review of personnel.

**DRAFT  
FOR COMMITTEE DISCUSSION**

- 5.1.4 Does not include department, agency, or office New Program Requests.
- 5.1.5 Includes an increased focus on “green” initiatives through the inclusion of sustainable alternatives in public procurements where practical so that cost options may be presented to the County Board.
- 5.1.6 Maximizes operating contribution to capital improvements fund.
- 5.1.7 Funds the \$30 million bond for Consolidated EOC, 9-1-1, and ETSB Facility.
- 5.1.8 Funds an initial solution to meet the requirements of the Board approved Policy on the Prohibition of Single Use Plastics
- 5.1.9 ARPA projects and funding will be considered separately from the FY23 Budget.

5.2 This policy is in effect for FY23 and requires Guidance to be published each budget year.

**6. Severability**

- 6.1 If any section or provision of this document should be held invalid by operation of law, none of the remainder shall be affected.

**7. Non-Discrimination**

- 7.1 Lake County prohibits the discriminatory application, implementation, or enforcement of any provision of this policy on the basis of race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, source of income, gender identity housing status, or any other protected category established by law, statute, or ordinance.

Policy History			
Version	Date Adopted	Legistar Item #	Notes
Original	XXXXXX XX, 2022	22-XXXX	--