

Town of Spider Lake
2026 Budget Planning Workshop Schedule
All Meetings are 6:00-8:00pm at Town Hall

Meeting Date	Area/Task	Notes
Monday September 15	Introduction to the workshop process and review of budget tasks and deadlines. Review Budget spreadsheet -- format and budget data from prior year – see separate excel file	
	“Housekeeping” -- Discuss our accounting practices as they relate to completing the budget. Without trying to fix everything, how will we complete the budget while dealing with issues such as: • Getting QB and the WI Chart of Accounts to work together • Revisions to Revenue and Income accounts designation completed in August • How we list and follow capital outlays for new equipment, roads construction, building upgrades and renovations, etc. • Debt payments • Facility charges vs charges to functional areas (e.g. where do we record insurance payments and repair costs for things like the old building garage door replacement?) • Are refunds a revenue entry, or a reduction in expense? • Are insurance payments a revenue item, or an expense reduction? • EMS grant requires that funds be used for specific EMS-related expenses. How do we track this in the budget—as a separate line item? Do we need to set this up as a reserve? • Allocate payroll expenses for Medicare and Social Security?	
	Completing Estimated/Amended budget for 2025 • This is an integral part of the official budget we present to the electors at the November 20th meeting • We need to fill in the data from 2024 – probably from the the Form C • We probably need a budget amendment at the October TBM to bring the YTD results in sync with the budget • To finalize this part, we need to calculate actual YTD results, then estimate/project what the results will be by year-end -- December 31, 2025 • The surplus or loss we project for year end goes directly into the calculations for balancing the 2026 budget (e.g. “Applied Surplus Carryover” or “Unallocated Surplus”) • Part of this process will likely require a decision on whether we finance or use cash to pay for the chassis, cab and drivetrain for the new plow truck, assuming this payment comes due in 2025	

Meeting Date	Area/Task	Notes
	Revenue budget for 2026 • Tax levy: Review Municipal Levy Limit Worksheet • How do we estimate: ○ FCL/MFL ○ DNR PILT ○ Shared Revenue ○ Transportation/GTA ○ Grants: EMS, recycling, fire safety, other (Bianca has a list) ○ Lake Monitoring	
	Other Revenue-related questions: • Financing plan for 2026: use of cash, BCPL, CVB, overall financing needs in conjunction with minimum cash balance • Compensation increase for employees? earnings, health insurance and retirement program • SLVFD: new compensation formula, cost impacts of Auto Add agreement with Round Lake, • Solid Waste charge increase?	
Tuesday September 23	Expense Budget for 2026 • Line item review of operational expenses with inputs from Committee Chairs ○ Upgrade A/C unit ○ Sign for new building ○ Tables for meeting room ○ Computer replacement for meeting room (Windows 10 is no longer supported) ○ Ordinance enforcement as new line item • Capital outlay budget ○ Plan and cost estimate for new Roads projects ○ Estimate of cost and delivery date for tandem plow/dump truck replacement ○ F450 pickup replacement ○ Town Hall roof other	
Thursday October 9	Complete year end projection of revenue and expense, including estimated cash balance and cash carryover into next year—see the Cash Balance section located on the bottom portion of the Notice of Public Budget Hearing (see Exhibit 4-H, WTA Financial Administration Handbook, page 50). Discuss feedback from Committees regarding 2026 expense budgets	

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	Decision as to amount and form of financing needed to fund capital outlay; including use of current funds, increase in tax levy, loan from BCPL or combination thereof. Contingency Reserve for 2026	
Thursday October 23	Final draft of TOSL budget is completed Board approves final budget and proposal for capital outlays and how they are financed	
Thursday October 30	Get Budget notice to Sawyer County Record to be published in the November 5 edition	
Wednesday November 5	Notice of November 20 public hearing on proposed budget and approval of proposed tax levy is posted and published in Sawyer County Record. A 15-day notice is required.	
Thursday November 20	Public hearing to present 2026 budget TOSL Board approval of 2026 budget	

Note: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above -stated meeting other than the governmental body specifically referred to above in this notice.

Town of Spider Lake is inviting you to a scheduled Zoom meeting.

Topic: Budget Workshop

Time: Sep 15, 2025 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83761052590?pwd=cvkNA6TdV2kPAAdw6iuFT0Y3Ssrhl9.1>

Meeting ID: 837 6105 2590

Passcode: 577542

One tap mobile

+13092053325,,83761052590#,,,,*577542# US

+13126266799,,83761052590#,,,,*577542# US (Chicago)

Join instructions

<https://us02web.zoom.us/join/83761052590/invitations?signature=P10HMjcM8D7QViWe-kNgLoMEOl1y0QzAAGtSpl3a9TE>