



## MEMORANDUM

**DATE:** February 18, 2021  
**TO:** City Manager  
**FROM:** Anita Fuller, Finance Director  
**SUBJECT:** FY21 Budget Revision and FY22 Budget Schedule

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### STAFF REPORT

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FY21 budget revision needed  
FY22 Budget needed

Budgets require two council meetings to adopt the ordinance.

Proposed timeline:

- By March 24, 2021 complete FY21 Budget Revision review
- April 1, 2021 Introduce FY21 Budget Revision
- By April 28, 2021 complete FY22 Budget review
- May 6, 2021 Adopt FY21 Budget Revision
- May 6, 2021 Introduce FY22 Budget
- June 3, 2021 Adopt FY22 Budget
- June 3, 2021 present resolution to set the mill rate

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Important dates to remember:

- AS 14.14.060© DCSD must submit budget by May 1. **Council must act on budget within 30 days after budget is presented**
- Typically by April 1, 2021 the school presents the budget to the City Manager
- May 6, 2021 the council adopts a resolution determining the amount to be allocated.
- June 14, 2021 deadline for the council to set the mill rate by council resolution

Budget Items to be addressed:

- Review revenues
- Review general government expenses
- Review special revenue fund expenses
- Review long-term financial components (Vehicle plan, Facility plan, staffing study, Long Term Debt)
- Recommend a mill rate for June 3, 2021 council meeting