



FY 2022 BUDGET CALENDAR

Date	Description
January 25	Distribute FY 2022 Budget Calendar to Council
February 8	Council Regular Meeting – 1 st reading of FY 2021 Budget Amendments
February 12	Budget instructions and worksheets are distributed by Finance Director to Department Heads
February 12	Administration distributes Goals & Accomplishments templates to Department Heads
February 12	Request for Staffing/Personnel templates are distributed by Payroll to Department Heads
February 22	Council work session to discuss City budget priorities for FY 2022
February 22	Council Regular Meeting – 2 nd reading of FY2021 Budget Amendments
March 3	Department Heads submit completed Staffing/Personnel requests
March 3	Department Heads submit completed budget worksheets to Finance and Goals & Accomplishments to Administration
March 15	Notice of Assessment sent by City Clerk to Real and Personal Property Owners
Mar 30 - Apr 2	School Administration meets with City Manager and Finance Director on NPS final draft FY 2022 budget
Mar 30 - Apr 2	Department Heads meet with City Manager and Finance Director on draft Goals & Accomplishments and preliminary FY 2022 Budget
April 12	Council joint work session #1 with School Board on FY 2022 School Budget
April 26	Council work session #2 on FY 2022 City Budgets
April 29	Council work session #3 on FY 2022 City Budgets
May 1	Nome Public School Board shall submit the school budget to the City Council for approval – Deadline to request for appropriation (NCO 2.25.070)
May 5-7	Board of Equalization



FY 2022 BUDGET CALENDAR – CONT'D

Date	Description
May 10	Council Work Session #4 on FY 2022 City Budgets
May 17	Council Work Session #5 on FY 2022 City Budgets (if needed)
May 20	Administration/Finance submits proposed FY 2022 City Budgets for 1 st reading
May 21	Final day for Department Heads to submit Purchase Orders for FY 2021
May 24	Council Regular Meeting – 1 st reading of FY 2022 City Budgets
May 24	School appropriation set by Nome City Council (NCO 2.25.070) “By May 31 st , the city council shall determine the total amount of money to be made available...and furnish the school board with a statement of the sum to be made available”
June 14	Council Regular Meeting – 2 nd reading of FY 2022 City Budgets
June 14	Mill rate set by Nome Common Council per AS 29.45.20 (b) “A municipality shall annually determine the rate of levy before June 15”
June 15	Tax bills sent
July 1	Budget implementation and monitoring