
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Request for Special Meeting, September 29,
2022 for Budget Review, Set Preliminary Levy**
DATE: September 6, 2022

Background:

As the Council is aware, 2022 has been a year of financial change: operating without a Finance Director and implementation of the updated software. Given those challenges, preparation of the 2023 budget is behind where I would like it to be at this time.

In order to make sure that we have accounted for all possible 2023 expenses to set a sufficient preliminary levy as well as implementing the TIF decertifications and the account closures related to the audit, I am requesting the Council set a special meeting for September 29 to do a budget review and set the preliminary levy. This will provide staff sufficient time to review their year-to-date expenses and recommend appropriate 2023 expense levels as well as time to work with Abdo on calculating the personnel expenses.

Recommendation:

Staff recommends that the City Council schedule a special meeting for September 20, 2022 to review the preliminary 2023 budget and set the 2023 preliminary levy.