



Alpena County Treasurer's Office

Kimberly Ludlow
Treasurer

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Finance Memo 2022 Budget

Is this still how you want to proceed?

TO: ALL ELECTED OFFICIALS & DEPARTMENT HEADS
FROM: ALPENA COUNTY TREASURER
RE: **2022 BUDGET**

BUDGET FIGURES FOR 2022 are DUE no later than 4:30 p.m. on Thursday, September 30, 2021 in the TREASURERS OFFICE.

In an effort to streamline the Budget Process it is my understanding the Board of Commissioners will schedule meetings **only** with departments that they have questions concerning the Department Requested 2022 Budget. If you would like to schedule a Budget meeting with the Commissioners' please **contact the Commissioner's Office**. We ask that you **do not fill in any payroll information**.

The Clerk's office will provide that information to the Board of Commissioners. If you have any anticipated new positions, grants, revenues or expenses for 2022, please note them at the bottom of your worksheet **AND** attach a letter to your worksheet along with a brief description. Please list any **"Wish List"** items you may have on a separate sheet of paper. If you have more than one item, please prioritize them. The more information you turn in with your Budget worksheets, the less likely you will be scheduled to meet with the Board of Commissioners.

IF 2022 BUDGET SHEETS ARE NOT TURNED IN TO THE TREASURER'S OFFICE BY 4:30PM ON Thursday, Sept. 30, 2021 the 2022 BUDGET WILL BE LEFT UP TO THE DISCRETION OF THE BOARD OF COMMISSIONERS AND THE COUNTY TREASURER