

**AGENDA**  
**FINANCE & ADMINISTRATION COMMITTEE:**  
**SPECIAL BUDGET MEETING**  
**Thursday, October 21, 2021 – 8:00 a.m.**

- 1) Call to Order
  
- 2) Roll Call
  
- 3) Public Comment - All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
  
- 4) 2022 Budget Discussion:
  - a. Review the 2021 year end projection and fund balances
  - b. Review the 2022 draft budget expense and revenues
  - c. Review major assumptions with rates
  - d. Review capital item requests
  - e. Discuss any additions, removals, or adjustments to budget
  - f. A motion will be needed for Business Manager Phyllis Smith to make any necessary changes to the draft budget
  - g. Select the next meeting date if a special budget meeting is needed
  
- 5) Old Business- Any agenda items being proposed for discussion that are not listed under the “Old Business” section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
  
- 6) New Business: Any agenda items being proposed for discussion that are not listed under the “New Business” section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed