

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-009

RESOLUTION APPROVING THE CITY OF RAMSEY'S 2019 BUDGET CALENDAR

WHEREAS, the Ramsey City Charter states that a budget calendar shall be established annually by resolution; and

WHEREAS, the City of Ramsey's Finance Committee recommends the Council adopt the following calendar:

- | | |
|-----------------------------|--|
| January 9 | Council adopts the 2019 Budget Calendar. |
| January 15 –
February 23 | City Council and Staff Leadership Team meet to Review and Develop a Three-Year Strategic Action Plan.(Current Plan goes through 2018, amendments only) |
| April 23 | Finance Director to distribute 2019 Cost Center Budget Worksheets to Department Heads and supervisors. Worksheets include actual expenditures for 2015, 2016, 2017, 2018-year-to-date and adopted 2018 budget. |
| April 23 | Finance Director to distribute listing of fixed assets as of December 31, 2017 to Department Heads and supervisors for review including item existence, accuracy, replacement values and number of years remaining in useful life. |
| April 23 | Finance Director to distribute current Schedule of Rates, Fees and Charges to staff. |
| April 23 | City Administrator to distribute most recent version of goals, objectives and 3-year departmental plans to Department Heads and supervisors. |
| May 21 | Department Heads and supervisors to submit completed budget worksheets and accompanying justifications to the Finance Director. |
| May 21 | Department Heads and supervisors to return listing of fixed assets to the Finance Director with any corrections noted. |
| May 21 | Staff to return Schedule of Rates, Fees and Charges to the Finance Director with recommendations for 2018 amendments noted. |
| May 21 | Department Heads and supervisors to submit goals, objectives and 3-year departmental plans to the City Administrator. |
| June 18-June 30 | City Administrator and staff work sessions on the preliminary 2019 budget. |

June 25	City Administrator to distribute preliminary goals, objectives and 3-year departmental plans for staff work sessions.
July 10	Finance Director and City Administrator submit preliminary budget to the City Council.
July 30	Department of Revenue certifies LGA amounts to all cities with populations over 2,500 and those receiving LGA.
August 15	Counties notify cities of the dates, which school districts, metropolitan special districts, and the county have selected for 2018 Truth in Taxation Hearings.
August 1 - September 5	Final Budget Work sessions before adoption of proposed budget/levy.
August 13	Department Heads and supervisors to submit items to be included in the 2019-2028 Capital Improvement Program.
August 20- August 24	Staff work sessions to review goals, objectives and 3-year departmental plans.
September 11 or 25	Staff recommends a 2019 Proposed Municipal Budget; 2018 Levy, Payable 2019, Proposed Municipal Levy to the City Council.
September 11 or 25	City Council adopts the 2019 Proposed Municipal Budget; 2018 Levied Payable 2019 Proposed Municipal Levy and sets the 2018 hearing dates for the 2019 Budget Public Hearing(s).
September 28	City certifies 2019 Proposed Municipal Budget; 2018 Payable 2019 Proposed Municipal Levy and 2019 Budget Public Hearing date.
September/October	Council work sessions as needed.
Sept 10-Sept 21	City Council work sessions on 2019 Goals, Objectives and 3-Year Departmental Plans.
October 23	City Council review and adopt 2019-2028 Capital Improvement Program.
November 5-23	County mails notice of proposed property taxes for payable 2019.
November 27	City Council to review and adopt the 2019 Schedule of Rates, Fees and Charges.
November 27	2019 Goals, Objectives and 3-Year Departmental Plans submitted to City Council for adoption.

November 30 -
December 28 Public Hearing(s) on Final 2019 Municipal Budget and Levy

December 11 Adopt 2019 Municipal Budget and Final 2018, Payable 2019 Levy

December 31 Final levy certification to County auditor and certification of compliance with Truth in Taxation requirements to the Department of Revenue.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, COUNTY OF ANOKA, STATE OF MINNESOTA, as follows:

1) That the City Council of Ramsey hereby approves the 2019 Budget Calendar.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of January, 2018.

Mayor

ATTEST:

City Clerk