

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-009

RESOLUTION APPROVING THE CITY OF RAMSEY'S 2020 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:

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| January 8 | Council adopts the 2019 Budget Calendar. |
| January 14 –
February 22 | 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 22 | Finance Director to distribute 2020 Cost Center Budget Worksheets to Department Heads and supervisors. Worksheets include actual expenditures for 2016, 2017, 2018, 2019-year-to-date and adopted 2019 budget. |
| April 22 | Finance Director to distribute listing of fixed assets as of December 31, 2018 to Department Heads and supervisors for review including item existence, accuracy, replacement values and number of years remaining in useful life. |
| April 22 | Finance Director to distribute current Schedule of Rates, Fees and Charges to staff. |
| April 22 | City Administrator to distribute most recent version of goals, objectives and 3-year departmental plans to Department Heads and supervisors. |
| May 20 | Department Heads and supervisors to submit completed budget worksheets and accompanying justifications to the Finance Director. |
| May 20 | Department Heads and supervisors to return listing of fixed assets to the Finance Director with any corrections noted. |
| May 20 | Staff to return Schedule of Rates, Fees and Charges to the Finance Director with recommendations for 2019 amendments noted. |
| May 20 | Department Heads and supervisors to submit goals, objectives and 3-year departmental plans to the City Administrator. |
| June 17-June 28
June 24 | City Administrator and staff work sessions on the preliminary 2020 budget.
City Administrator to distribute preliminary goals, objectives and 3-year departmental plans for staff work sessions. |

July 9	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 2019 Truth in Taxation Hearings.
August 1 - September 6	Final Budget Work sessions before adoption of proposed budget/levy.
August 12	Department Heads and supervisors to submit items to be included in the 2020-2029 Capital Improvement Program.
August 19 August 23	Staff work sessions to review goals, objectives and 3-year departmental plans.
September 10 or 24	Staff recommends a 2020 Proposed Municipal Budget; 2019 Levy, Payable 2020, Proposed Municipal Levy to the City Council.
September 10 or 24	City Council adopts the 2020 Proposed Municipal Budget; 2019 Levied Payable 2020 Proposed Municipal Levy and sets the 2019 hearing dates for the 2020 Budget Public Hearing(s).
September 27	City certifies 2020 Proposed Municipal Budget; 2019 Payable 2020 Proposed Municipal Levy and 2020 Budget Public Hearing date.
September/October	Council work sessions as needed.
Sept 9-Sept 20	City Council work sessions on 2020 Goals, Objectives and 3-Year Departmental Plans.
October 22	City Council review and adopt 2020-2029 Capital Improvement Program.
November 4-22	County mails notice of proposed property taxes for payable 2020.
November 27	City Council to review and adopt the 2019 Schedule of Rates, Fees and Charges.
November 26	2020 Goals, Objectives and 3-Year Departmental Plans submitted to City Council for adoption.
November 30 - December 28	Public Hearing(s) on Final 2020 Municipal Budget and Levy
December 10	Adopt 2020 Municipal Budget and Final 2019, Payable 2020 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 2020 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 8th day of January, 2019.

Mayor

ATTEST:

City Clerk