

Councilmember Shryock 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:

- 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            City Administrator and staff work sessions on the preliminary 2020 budget.  
June 24                      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 Kuzma, and upon vote being taken thereon, the following voted in favor thereof:

Mayor LeTourneau  
Councilmember Shryock  
Councilmember Kuzma  
Councilmember Heinrich  
Councilmember Musgrove  
Councilmember Riley

and the following voted against the same:

None

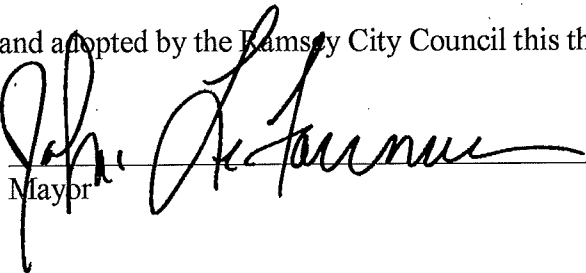
and the following abstained:

None

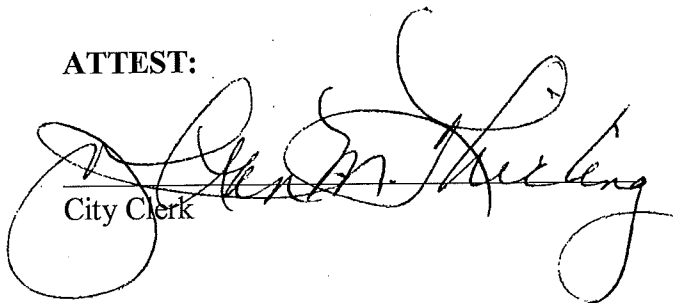
and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8<sup>th</sup> day of January, 2019.

  
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Mayor

**ATTEST:**

  
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City Clerk