

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-010

RESOLUTION APPROVING THE CITY OF RAMSEY’S 2021 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 14 Council adopts the 2020 Budget Calendar.
- January 20 –
February 28 City Council and Staff Leadership Team meet to Review and Develop a Three-Year Strategic Action Plan.
- April 20 Finance Director to distribute 2021 Cost Center Budget Worksheets to Department Heads and supervisors. Worksheets include actual expenditures for 2018, 2019, 2020-year-to-date and adopted 2020 budget.
- April 20 Finance Director to distribute listing of fixed assets as of December 31, 2019 to Department Heads and supervisors for review including item existence, accuracy, replacement values and number of years remaining in useful life.
- April 20 Finance Director to distribute current Schedule of Rates, Fees and Charges to staff.
- April 20 City Administrator to distribute most recent version of goals, objectives and 3-year departmental plans to Department Heads and supervisors.
- May 22 Department Heads and supervisors to submit completed budget worksheets and accompanying justifications to the Finance Director.
- May 22 Department Heads and supervisors to return listing of fixed assets to the Finance Director with any corrections noted.
- May 22 Staff to return Schedule of Rates, Fees and Charges to the Finance Director with recommendations for 2020 amendments noted.
- May 22 Department Heads and supervisors to submit goals, objectives and 3-year departmental plans to the City Administrator.
- June 15-June 26 City Administrator and staff work sessions on the preliminary 2021 budget.
June 22 City Administrator to distribute preliminary goals, objectives and 3-year departmental plans for staff work sessions.

July 14	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 2020 Truth in Taxation Hearings.
August 1 - September 22	Final Budget Work sessions before adoption of proposed budget/levy.
August 10	Department Heads and supervisors to submit items to be included in the 2021-2030 Capital Improvement Program.
August 17- August 21	Staff work sessions to review goals, objectives and 3-year departmental plans.
September 8 or 22	Staff recommends a 2021 Proposed Municipal Budget; 2020 Levy, Payable 2021, Proposed Municipal Levy to the City Council.
September 8 or 22	City Council adopts the 2021 Proposed Municipal Budget; 2020 Levied Payable 2021 Proposed Municipal Levy and sets the 2020 hearing dates for the 2021 Budget Public Hearing(s).
September 30	City certifies 2021 Proposed Municipal Budget; 2020 Payable 2021 Proposed Municipal Levy and 2021 Budget Public Hearing date.
September/October	Council work sessions as needed.
Sept 7-Sept 18	City Council work sessions on 2021 Goals, Objectives and 3-Year Departmental Plans.
October 27	City Council review and adopt 2021-2030 Capital Improvement Program.
November 2-20	County mails notice of proposed property taxes for payable 2021.
November 24	City Council to review and adopt the 2021 Schedule of Rates, Fees and Charges.
November 24	2021 Goals, Objectives and 3-Year Departmental Plans submitted to City Council for adoption.
November 30 - December 28	Public Hearing(s) on Final 2021 Municipal Budget and Levy
December 8	Adopt 2021 Municipal Budget and Final 2020, Payable 2021 Levy

December 30

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 2021 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 14th day of January, 2020.

Mayor

ATTEST:

City Clerk