

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #23-016

RESOLUTION APPROVING THE CITY OF RAMSEY’S 2023 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 10 | Council adopts the 2024 Budget Calendar. |
| January 16 –
February 28 | City Council and Staff Leadership Team meet to Review and Develop a Three-Year Strategic Action Plan. |
| April 17 | Finance Director to distribute 2024 Cost Center Budget Worksheets to Department Heads and supervisors. Worksheets include actual expenditures for 2021, 2022, 2023-year-to-date and adopted 2023 budget. |
| April 17 | Finance Director to distribute listing of fixed assets as of December 31, 2022 to Department Heads and supervisors for review including item existence, accuracy, replacement values and number of years remaining in useful life. |
| April 17 | Finance Director to distribute current Schedule of Rates, Fees and Charges to staff. |
| April 17 | City Administrator to distribute most recent version of goals, objectives and 3-year departmental plans to Department Heads and supervisors. |
| May 19 | Department Heads and supervisors to submit completed budget worksheets and accompanying justifications to the Finance Director. |
| May 19 | Department Heads and supervisors to return listing of fixed assets to the Finance Director with any corrections noted. |
| May 19 | Staff to return Schedule of Rates, Fees and Charges to the Finance Director with recommendations for 2023 amendments noted. |
| May 19 | Department Heads and supervisors to submit goals, objectives and 3-year departmental plans to the City Administrator. |
| June 12-June 23 | City Administrator and staff work sessions on the preliminary 2024 budget. |

June 20	City Administrator to distribute preliminary goals, objectives and 3-year departmental plans for staff work sessions.
July 11	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 2023 (Payable 2024) Truth in Taxation Hearings.
August 1 - September 20	Final Budget Work sessions before adoption of proposed budget/levy.
August 8	Department Heads and supervisors to submit items to be included in the 2024-2033 Capital Improvement Program.
August 14- August 18	Staff work sessions to review goals, objectives and 3-year departmental plans.
September 26	Staff recommends a 2024 Proposed Municipal Budget; 2023 Levy, Payable 2024, Proposed Municipal Levy to the City Council.
September 26	City Council adopts the 2024 Proposed Municipal Budget; 2023 Levied Payable 2024 Proposed Municipal Levy and sets the 2023 hearing dates for the 2024 Budget Public Hearing(s).
September 29	City certifies 2024 Proposed Municipal Budget; 2023 Payable 2024 Proposed Municipal Levy and 2024 Budget Public Hearing date.
September/October	Council work sessions as needed.
Sept 5-Sept 15	City Council work sessions on 2023 Goals, Objectives and 3-Year Departmental Plans.
October 24	City Council review and adopt 2024-2033 Capital Improvement Program.
November 1-20	County mails notice of proposed property taxes for payable 2024.
November 28	City Council to review and adopt the 2024 Schedule of Rates, Fees and Charges.
November 28	2022 Goals, Objectives and 3-Year Departmental Plans submitted to City Council for adoption.
November 30 - December 28	Public Hearing(s) on Final 2024 Municipal Budget and Levy

December 12 Adopt 2023 Municipal Budget and Final 2023, Payable 2024 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 2024 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 10th day of January, 2023.

Mayor

ATTEST:

City Clerk