

**City Council 2024-2025 Budget Planning Calendar  
as of April 27, 2023 PRELIMINARY**

| May 2023                        |                                            |                                                                                                                                                                                                                                       |
|---------------------------------|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Topic                           | Topic                                      | Details                                                                                                                                                                                                                               |
| 5/2/2023 Regular Meeting        | Budget Calendar                            | Distribute and discuss 2024-2025 budget planning calendar                                                                                                                                                                             |
| 5/9/2023 Council Worksession    | SMIF Request 2024                          | Receive Request from Southern MN Initiative Foundation (SMIF) for 2024 (no action)                                                                                                                                                    |
| 5/9/2023 Council Worksession    | Age Friendly - Contract                    | Review request of Age Friendly Northfield 2024-2026 Agreement (no action)                                                                                                                                                             |
| 5/9/2023 Regular Meeting        | Northfield Historical Society Request      | Review request of Northfield Historical Society (2023-2026) - (no action)                                                                                                                                                             |
| June 2023                       |                                            |                                                                                                                                                                                                                                       |
| Topic                           | Topic                                      | Details                                                                                                                                                                                                                               |
| 6/6/2023 Council Meeting        | NH+C Audit                                 | Presentation of NH+C 2022 Audit                                                                                                                                                                                                       |
| 6/13/2023 Council Work Session  | ACFR Presentation                          | Abdo to present to annual audit to Council                                                                                                                                                                                            |
| 6/13/2023 Council Work Session  | Budget Prep                                | CIP/CEP 5 year plan review                                                                                                                                                                                                            |
| 6/20/2023 Council Meeting       | Approve 2022 Audit                         | Council approves 2022 audit/ACFR                                                                                                                                                                                                      |
| July 2023                       |                                            |                                                                                                                                                                                                                                       |
| 7/18/2023 Council Meeting/WS    | "Kick Off" Budget Meeting                  | "Big Picture" review of 2024-2025 budget. Personal Services & Debt Service Preliminary Summaries Including Levy Implications, new requests for headcount/capital/significant projects or items and 5 year CIP/CEP rolled into LT plan |
| August 2023                     |                                            |                                                                                                                                                                                                                                       |
| 8/15/2023 Council Meeting       | NAFRS Budget Review                        | Review NAFRS budget and city contribution                                                                                                                                                                                             |
| 8/15/2023 Council Work Session  | Budget Retreat (Police Dept.)              | 2024-2025 Budget Work Session: General Fund Departments detail and summary                                                                                                                                                            |
| Public Engagement               | Informational/Survey                       | Information related to preliminary levy and budget and survey questions related to priorities                                                                                                                                         |
| September 2023                  |                                            |                                                                                                                                                                                                                                       |
| 9/12/2023 Council Work Session  | NAFRS Budget Approval                      | Review preliminary 2024 NAFRS budget                                                                                                                                                                                                  |
| 9/12/2023 Council Work Session  | Budget Review                              | Review of Preliminary Tax Levy and Budget for 2024-2025, Enterprise Funds, Utility Rate Discussion                                                                                                                                    |
| 9/19/2023 Council Meeting       | <b>Approve Preliminary Levy</b>            | <b>Approve Preliminary Levy &amp; Set Public Hearing in December and Approve Utility Rates</b>                                                                                                                                        |
| Public Engagement               | Informational                              | <b>(Expect this to be the Final 2024 Levy approved in December)</b>                                                                                                                                                                   |
| Public Engagement               | Informational                              | 1-2 page fact sheet & graphics related to preliminary approval                                                                                                                                                                        |
| Public Engagement               | Informational                              | Insert to go into TNT statements sent by Rice and Dakota County - due with Preliminary Levy                                                                                                                                           |
| October 2023                    |                                            |                                                                                                                                                                                                                                       |
| 10/10/2023 Council Work Session | Budget Review                              | Focus on review of 2nd year - 2025 Budget, levy & 5-year CIP, final adjustments to 2024 budget                                                                                                                                        |
| November 2023                   |                                            |                                                                                                                                                                                                                                       |
| 11/7/2023 Council Meeting       | Final Review                               | Review Presentation for December 6th Public Hearing & Preparation for Final Levy & Budget Actions                                                                                                                                     |
| Public Engagement               | Informational                              | Budget Information Summary (including School & County Information)                                                                                                                                                                    |
| Public Engagement               | Informational                              | Insert to go into TNT statements sent by Rice and Dakota County (NEW)                                                                                                                                                                 |
| 11/21/2023 Council Meeting      | Delinquent Charges                         | Public Hearing and Certification of delinquent charges to taxes payable 2024                                                                                                                                                          |
| December 2023                   |                                            |                                                                                                                                                                                                                                       |
| Public Hearing                  | Public Hearing                             | Capital Improvement Plan Financing Hearing                                                                                                                                                                                            |
| Public Engagement               | Public Hearing                             | Informational Presentation and Feedback from Public                                                                                                                                                                                   |
| 12/5/2023 Council Meeting       | <b>Approve Final Levy &amp; Budget</b>     | <b>Approve Final Levy &amp; Budgets (7 items)</b>                                                                                                                                                                                     |
| 12/5/2023 Council Meeting       | Approve Capital Improvement Plan Financing | Approve Capital Improvement Plan Financing                                                                                                                                                                                            |