

City of Marshall

2022 Budget Timeline

June

16 (Wednesday) (Staff Meeting) – Initial Discussion of 2022 Budget Timeline – Division/Department Heads

21 (Monday) – Operating & Capital Budget information sent to Division Directors

July

12 (Monday) - Budget information due back to Finance

- Request for additional Staff Due to Director of Admin Services

19 (Monday) – Budget reviewed by Administration & Finance

August

August 3rd 5:30pm - Council Work Session

- *Capital Requests (all funds)*

August 10th 4:00pm - Council Work Session

- *Community Organization Requests*

August 17 5:30pm - Council Work Session

- *Presentation on Preliminary Tax Base Changes*
- *Operating Budgets (all funds)*

TBD – Property/Liability Insurance Renewal (will have a work session)

Week of August 23rd - Ways & Means Committee Meeting – Fee Schedule

September

14 (Tuesday) – Council adopts preliminary 2022 budget, levy and sets public meeting for TBD

- Council adopts 2022 fee schedule – including Waste Water & Surface Water Rates (To MMU by Oct 1st for mailing)

30th – *Deadline to adopt a proposed tax levy & budget (must also announce which subsequent “regularly scheduled” meetings the budget and tax ley will be discussed – must be 6:00pm or later)*

October

October 12 - Council Work Session – Health Insurance

26 (Tuesday) Regular Council Meeting – Adoption of Insurance Rates

November

25th - First day cities over 500 population may hold the meeting to allow public input on the final budget and tax levy. The adoption meeting must be held at/ or after 6 p.m. The public must be allowed to speak at the meeting before adoption of the final budget.

December

14 - Council Meeting – Public Input on Final Budget Adoption (TNT)(after 6:00pm)

14 (Tuesday) - Council adopts final budgets and levy

25 – The final levy must be certified to the county auditor after the public input meeting and must be by December 25. Local tax levies must be certified by the city to the county auditor “on or before five working days after December 20 in each year.”