

**CITY OF NORTH MANKATO  
BUDGET CALENDAR  
FISCAL YEAR 2012 BUDGET**

June 30	Finance Director distributes budget calendars, budget worksheets and capital improvement worksheets to all Department Heads.
July 8	Department Heads submit budget and capital improvement requests.
July 8-22	Finance Director assembles preliminary City budget.
July 31	Deadline for Department of Revenue to certify Local Government Aid to be paid in 2012.
August 1	Last day for Volunteer Firefighters Relief Association officers to project accrued liability of the fund and certify requirements to City Council.
August 1 (5:00 p.m.)	Council Workshop with Department Heads.
August 29 (6:00 p.m.)	Council Budget Workshop.
Sept. 6 (6:00 p.m.)	Council Budget Workshop.
September 6	Proposed 2012 Budget submitted to City Council.
September 6	City certifies proposed levy.
Sept. 13 (7:30 a.m.)	Preliminary budget presented to North Mankato Port Authority Commission for approval.
September 15	Deadline for counties, cities, towns, school districts and special taxing districts to certify proposed tax levies to county auditors.
September 19	Proposed 2012-2016 Capital Improvement Plan to City Council.

October 3 (6:00 p.m.)	Council Budget Workshop.
October 17 (6:00 p.m.)	Council Budget Workshop.
November 10-24	Period for county auditors to prepare and county treasurers to mail notices of proposed tax levies to taxpayers.
November 14 (6:00 p.m.)	Council Budget Workshop.
November 23	Publish notice of public hearing.
November 29- December 20	Period for counties, cities and school districts to hold public hearings to adopt final tax levies.
December 5 (Monday)	City Council holds required Public Hearing (1st hearing).
December 12 (Monday)	City Council holds Public Hearing (continuation hearing). (If necessary)
December 19	City Council adopts 2012 Budget and Tax Levy (subsequent hearing).
December 19	City Council holds public hearing on 2012-2016 Capital Improvement Plan.
December 28	Deadline for all local governments to certify final tax levies to county auditors. No extension authorized.
December 28	Deadline for counties, cities, towns and school districts to certify compliance with Truth in Taxation Law to Department of Revenue.
January 31	Deadline to submit summary budget information to State Auditor. Publish budget summary in newspaper.