

CITY OF MENASHA  
**2013** Operations/Capital Budget Calendar

Budget Calendar

Activity

Budget Requests for **2013** prepared by Department Heads. Miscellaneous Budget Requests for **2013** prepared by Finance.

**August 15**

Equalization values for municipalities released by State.

Totals compiled by Comptroller/Treasurer.

Budget Requests reviewed by Mayor.

**September 14**

Levy Limit worksheet for **2013** mailed out by State.

**September 17**

Shared Revenue estimates for **2013** mailed out by State

Budget prepared by Mayor and compiled by Finance for distribution.

**October 15**

Proposed **2013** Executive Budget Workbook delivered to Common Council with Mayor's comments and recommendations.

**October 31**

Publish Notice of Public Hearing. ERP Budget Limit Notice received.

**November 1, 7, 12, 14**

Common Council review of Recommended **2013** City Budgets.

**November 12**

Lottery and Gaming Credit information received from State

**November 19**

Common Council review of Recommended City Budgets (if necessary). Public Hearing and Adoption of Year **2013** City of Menasha Operations/Capital Budgets.

**November 20 – December 7**

Calculating, printing, sorting and mailing of Property Tax Bills by Finance Department.

**December 17**

Levy Limit Worksheet report and Statement of Taxes report return date deadline

**January 1, 2013**

Implementation of **2013** City Budget by all Departments.