



Rebecca Grill
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June 14, 2018

Honorable Mayor Dan Devine
and Members of the Common Council
7525 W. Greenfield Avenue
West Allis WI 53214

Mayor Devine and Common Council Members:

Attached is the 2019 Budget and Capital Planning Calendar for important dates throughout the budget planning process.

If you have any questions or desire further information, please contact me.

Sincerely,

Rebecca N. Grill,
City Administrator



2019 Budget and Capital Planning

Jun-Jul-18						
S	M	T	W	Th	F	S
24	25	26	27	28	29	30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 27 - Capital Improvement Committee - Project Status and Request Overview

July 9-20 - Meetings with Mayor and Department Heads regarding Budget Expectations

July 23 - Six Month Actual Expenditures Available and Payroll Information Distributed to Departments

July 23 & 24 - Department Presentations to Capital Improvement Committee Regarding Project Requests

August 15 - Equalized Values Available from WI-DOR

August 20 - 2019 Budget Requests due to City Administrator

August 31 - Capital Improvement Committee Finalizes 2019-2023 Recommended CIP

Oct-18						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August to September - Additions/Changes to Dept. budgets coordinated with Departments

Sept. 17 - Levy Limit Information Available from WI-DOR

Sept. 17 - Revenues Completed By Finance/Departments

Sept. 27 - Council Agenda Deadline for Budget Introduction

October 2 - Introduction of Budget at Council Meeting

October 8 - Administration and Finance - Budget Information Review Meeting

October 17 - Publication of Mayor's Recommended Budget

October 19 - Expenditure Restraint Information from WI-DOR

October 29 - Administration and Finance Committee - Budget Information Review Meeting (if needed)

Nov-18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Aug-18						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Sep-18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

November 7 - City Budget - Public Hearing - 7:00 pm - Common Council Chambers

November 20 - 2019 Operating Budget, Levy of Property Tax and Appropriations Ordinance Adopted by Council

November 29 - Deadline for Publication on Dec 6

December 6 - Publication of Appropriations Ordinance and Adopted Levy

December 12 - Completion of Real Estate Tax Roll; delivery of Real Estate Tax Bills; Completion of Personal Property Tax Roll; delivery of Personal Property Tax Bills

December 17 - WI-DOR Statement of Tax, Levy, and TID Certification Reporting Deadline

Dec-18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Council Meetings - Signified by Blue Highlighting

Holidays - Signified by Red Highlighting

