

**CITY OF ELMHURST
2013 EIGHT MONTH BUDGET SCHEDULE**

<u>TARGET DATES</u>	<u>BUDGET ACTIVITY</u>
Sept. 13, 2012	City Manager memo to Mayor and City Council regarding budget and budget schedule.
Sept. 17, 2012	Five Year Capital Improvement Budget worksheets distributed to department heads.
Oct. 9, 2012	Finance Committee begins review of 2012 property tax levy.
Oct. 22, 2012	Five Year Capital Improvement budgets due to Finance Department.
Oct. 22, 2012	Mayor and City Council message to City Manager regarding budget goals for 2013 eight month budget received by City Manager.
Oct. 22, 2012	Operating budget worksheets and guidelines delivered to department heads for detailed budget process.
Nov. 5, 2012*	Truth in Taxation Estimated Tax Resolution
Dec. 3, 2012	Preliminary Five Year Capital Improvement Budget distributed to Mayor and City Council.
Dec. 3, 2012*	Tax levy public hearing held, if necessary.
Dec. 10, 2012	Operating budgets due to City Manager.
Dec. 17, 2012*	City Council approves 2012 property tax levy. (Tax levy may be approved on Dec. 3, 2012 if public hearing is not required.)
Jan. 7, 2013	City Council reviews Five Year Capital Improvement Budget.
Feb. 19, 2013	Operating budget delivered to City Council.
Mar. 18, 2013	Public hearing for 2013 eight month operating budget.
Apr. 1, 2013*	2013 eight month operating budget approved.

***City Council action required.**