

# CITY OF MARKESAN YEAR-END REMINDERS DECEMBER 2014

## **2014 TAX COLLECTION**

**\*\* Estimated date for mailing tax bills is mid-December \*\***

First installment tax payments are due Jan. 31, 2015. Tax bills will be mailed in mid-December, depending on the printing schedule at Green Lake County. Please make sure your property tax and dog license payments are made separately. **If paying by check, please write separate checks.** You have several options for making your tax payment:

- **In-person:** Stop at City Hall, 150 S. Bridge St., Mondays through Fridays from 8:00am-4:00pm. You will receive a receipt at the time of your payment.
- **After Hours:** Drop your payment in our secure "PAYMENTS" drop box (to the left of the City Hall entrance – please DO NOT use the Police Department drop box on the lower level, go around to the City Hall entrance). If you desire a receipt, include a self-addressed, stamped envelope.
- **By Mail:** Send your payment to City of Markesan, PO Box 352, Markesan, WI 53946. If you desire a receipt, include a self-addressed, stamped envelope.
- **PLEASE NOTE:** Credit card payments are not possible at this time. DO NOT make a credit card payment at the Green Lake County website, as your payment will be declined. Green Lake County does not collect first installment payments for City of Markesan, and the City does not currently have the ability to accept credit card payments.

Any questions about your tax bill or payment, please contact the City Clerk-Treasurer at 920-398-3031. As in past years', the second installment payments, due in July 2015, must be made to the Green Lake County Treasurer.

Please note the following City Hall and Public Works & Water/Wastewater Department closures over the holidays:

- Dec. 24 & 25, 2014
- Dec. 31, 2014, & Jan. 1, 2015



*Trash & recycling pickup will be on Sat., Dec. 27<sup>th</sup> and Jan. 3<sup>rd</sup>, respectively.*

### **Water & Sewer Bills**

Water & Sewer bills are issued four times a year, and are due in January, April, July & October. Payments are typically due toward the end of the month.

Each bill covers service for the previous three months (for example, the April bill covers January to March).

Failure to pay your bill could result in disconnection of your water service and/or the placement of the outstanding balance on your property tax bill. If you are unable to make a payment by the due date, please contact City Hall at 920-398-3031 PRIOR to the due date to arrange a payment plan.

### **2015 Dog Licenses**

All dog licenses **expire Dec. 31, 2014**, regardless of when they were issued. New 2015 licenses are now available.

To obtain a license, please provide the following:

- A completed Dog License Application (see enclosed form).
- A copy of the current rabies certificate. Please note, a receipt showing payment for a rabies vaccination is not sufficient. There is information on the actual rabies certificate that should be included on your license, therefore we need to see the actual Rabies Certificate from the veterinarian.
- Payment of the appropriate fee – **\$3 for spayed/neutered dogs and \$8 for un-spayed/un-neutered dogs.**

A late fee of \$5 per dog is charged if dogs are not licensed before April 1, 2015.

Failure to obtain a required license is subject to a \$98.80 citation. If you no longer have a dog that was previously licensed, please complete the Affidavit of Death or Disposal of Dog (on the back of the Dog License Application) and return to City Hall so our records can be updated.

Any questions, please contact the City Clerk-Treasurer at 920-398-3031.