

RESOLUTION NO. 14-22

A RESOLUTION STREAMLINING AND CLARIFYING BUDGETING AND BUDGET REPORTING

WHEREAS, under Section 11-43-56 of the Code of Alabama 1975, the City Council of the City of Pinson has management and control of the finances and of all the property, real and personal, belonging to the City of Pinson, unless otherwise provided by statute; and

WHEREAS, under Section 11-43-57 of the Code of Alabama 1975, the City Council of the City of Pinson may make annual appropriation of funds for expenditures of departments and interest on indebtedness; and

WHEREAS, continued growth and development within the City of Pinson necessitates the City to undertake greater detailed financial oversight.

WHEREAS, the City Council of the City of Pinson has a desire to adopt an operating budget on an annual basis to ensure that maximum service is obtained for each tax dollar; and

WHEREAS, the City Council of the City of Pinson has a desire to have a full understanding of the city's financial condition on regular intervals; and

WHEREAS, the City Council of the City of Pinson has a desire to review the city's revenues and expenses in comparison to an Annual Adopted Budget on a monthly basis; now

THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINSON, ALABAMA while in regular session July 3, 2014 at 7:00 p.m. as follows:

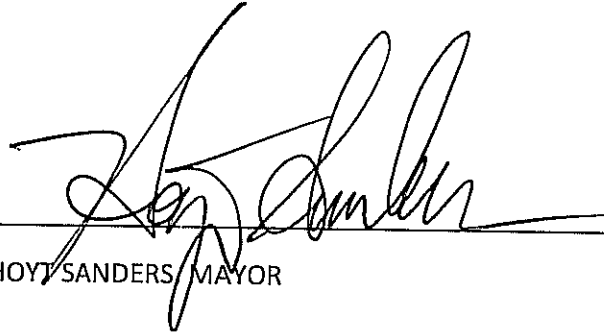
1. Adoption of an Annual Operating Budget:
 - 1.1 The Mayor may prepare a preliminary proposed Annual Operating Budget annually by March 31th for consideration by the Finance Committee.
 - 1.2 A meeting of the Finance Committee shall be convened annually during the month of April. During said meeting the Finance Committee shall solicit the Mayor, City Council Members, City Clerk, City Treasurer, Department Heads and other city employees for input into possible suggestions to be included in the Annual Operating Budget. Any recommendations should be compiled into a report to be submitted to the Mayor and Finance Committee by May 1st.
 - 1.3 A meeting of the Finance Committee shall be convened annually during the month of May. During said meeting a public hearing shall be held to allow members of the public to give input with regard to the proposed Annual Operating Budget. The Finance Committee shall adopt a proposed Annual Operating Budget for presentation to the City Council. Said proposed Budget shall also include information available to the committee regarding significant changes to categories or Fund Balances that may occur in a subsequent budget year. A copy of the proposed Annual Operating Budget shall be forwarded to the Mayor and City Council by June 1st.
 - 1.4 The City Council shall adopt an Annual Operating Budget annually by June 30th. The format of the budget shall include as much detail and breakdown of categories and funds as it deems necessary so as to provide a full operational understanding of the

City's revenue and expenses. When possible the City Treasurer shall institute a numerical code system to assist in the differentiation and location of categories and Fund Balances.

- 1.5 Upon adoption by the City Council the Annual Operating Budget shall be made available for public review on the City's Official Website.
2. Requirements for Regular Reporting of Revenue and Expenses in Relation to the Annual Operating Budget:
 - 2.1 Each month the City Treasurer, acting under the Mayor's supervision, shall compile a report showing current revenue and expenses in comparison to the Annual Operating Budget. Said Report shall be submitted to the City Council in while in a regular session.
 - 2.1.1 Format of the report shall contain at a minimum the following information:
 - 2.1.1.1 All Funds and Categories contained within the adopted Annual Operating Budget.
 - 2.1.1.2 All dollar amounts as adopted in the Annual Operating Budget.
 - 2.1.1.3 The Revenue and Expenses that the city has incurred over the previous month in relation to all Funds and Categories contained within the adopted Annual Operating Budget
 - 2.1.1.4 The Revenue and Expenses that the city has incurred over the current Fiscal Year to date in relation to all Funds and Categories contained within the adopted Annual Operating Budget.
 - 2.1.1.5 The Revenue and Expenses that the city incurred over the previous Fiscal Year to date in relation to all Funds and Categories contained within the adopted Annual Operating Budget.
 - 2.2 Each month the City Treasurer, acting under the Mayor's supervision, shall compile a report showing a compilation of disbursements that the city has incurred over the previous month. Alternatively the City Treasurer may compile sub-monthly reports showing a compilation of disbursements that the city has incurred from the time of the most previous report. This (These) report(s) shall also contain the current Fund Balances of all City accounts. Said Report(s) shall be submitted to the City Council while in a regular session.
 - 2.3 After review by the City Council the report outlined in Section 2.1 shall be made available for public review on the City's Official Website.
 - 2.4 Funds and categories as shown on the report shall be consistent with the Funds and categories as listed on the adopted Annual Operating Budget. The City Council may consider recommendations to changes to the format, funds shown, or categories however no such changes shall be made except by a majority vote of the City Council.
3. Resources Needed for Execution:
 - 3.1 The City Council recognizes the requirements of this resolution may require additional staff work-hours, technology and outside professional assistance. The Mayor and the City Treasurer are encouraged to make recommendations to the City Council to facilitate the execution of this Resolution.

4. The dates and deadlines set forth herein are guidelines only and may be subject to modification as needed due to unusual or unexpected circumstances. The failure to meet the above requirements do not impact the legality or validity of any ordinance, resolution or other action of the City Council adopted subsequent to this Resolution.

ADOPTED this the 3rd day of July, 2014



HOYT SANDERS, MAYOR