



28 tabular form the following:

29 (a) Actual revenues and expenditures in the last completed fiscal period.

30 (b) Budget estimates for the current fiscal period.

31 (c) Actual revenues and expenditures for a period of 6 to 21 months, as appropriate, of  
32 the current fiscal period.

33 (d) Estimated total revenues and expenditures for the current fiscal period.

34 (e) The budget officer's estimates of revenues and expenditures for the budget period,  
35 computed in the following manner:

36 (i) The budget officer shall estimate, on the basis of demonstrated need, the  
37 expenditures for the budget period after a review of the budget requests and estimates of the  
38 department heads. Each department head shall be heard by the budget officer prior to making  
39 of the final estimates, but the officer may revise any department's estimate as the officer  
40 considers advisable for the purpose of presenting the budget to the governing body.

41 (ii) The budget officer shall estimate the amount of revenue available to serve the  
42 needs of each fund, estimate the portion to be derived from all sources other than general  
43 property taxes, and estimate the portion that must be derived from general property taxes.  
44 From the latter estimate the officer shall compute and disclose in the budget the lowest rate of  
45 property tax levy that will raise the required amount of revenue, calculating the levy upon the  
46 latest taxable value.

47 (f) If the governing body elects, actual performance experience to the extent  
48 established by Section 10-6-154 and available in work units, unit costs, man hours, or man  
49 years for each budgeted fund on an actual basis for the last completed fiscal period, and  
50 estimated for the current fiscal period and for the ensuing budget period.

51 (2) (a) Each tentative budget, when filed by the budget officer with the governing body,  
52 shall contain the estimates of expenditures submitted by department heads, together with  
53 specific work programs and such other supporting data as this chapter requires or the governing  
54 body may request. Each city of the first or second class shall, and a city of the third, fourth, or  
55 fifth class may, submit a supplementary estimate of all capital projects which each department  
56 head believes should be undertaken within the next three succeeding years.

57 (b) Each tentative budget submitted by the budget officer to the governing body shall  
58 be accompanied by a budget message, which shall explain the budget, contain an outline of the

59 proposed financial policies of the city for the budget period, and shall describe the important  
60 features of the budgetary plan. It shall set forth the reasons for salient changes from the  
61 previous fiscal period in appropriation and revenue items and shall explain any major changes  
62 in financial policy.

63 (3) Each tentative budget shall be reviewed, considered, and tentatively adopted by the  
64 governing body in any regular meeting or special meeting called for the purpose and may be  
65 amended or revised in such manner as is considered advisable prior to public hearings, except  
66 that no appropriation required for debt retirement and interest or reduction of any existing  
67 deficits pursuant to Section 10-6-117, or otherwise required by law or ordinance, may be  
68 reduced below the minimums so required.

69 (4) (a) If the municipality is acting pursuant to Section 10-2-120, the tentative budget  
70 shall:

71 (i) be submitted to the governing body [~~60 days prior to the intended~~] elect as soon as  
72 practicable after the filing of the notice under Section 10-2-120 indicating the proposed date for  
73 filing [~~of~~] the articles of incorporation; and [~~shall~~]

74 (ii) cover each fund for which a budget is required from the date of incorporation to the  
75 end of the fiscal year.

76 (b) The governing body shall substantially comply with all other provisions of this act,  
77 and the budget shall be passed upon incorporation.

78 Section 2. **Retrospective operation.**

79 This bill has retrospective operation to November 1, 2004.

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**Legislative Review Note**

as of 2-9-05 4:22 PM

Based on a limited legal review, this legislation has not been determined to have a high probability of being held unconstitutional.

**Office of Legislative Research and General Counsel**

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**Fiscal Note**  
**Bill Number HB0309**

**Municipal Budget Amendments**

*16-Feb-05*

*5:21 PM*

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**State Impact**

No fiscal impact.

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**Individual and Business Impact**

No fiscal impact.

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**Office of the Legislative Fiscal Analyst**