



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2012-0294

**TO:** City Council Members

**FROM:** Keith Sawdon, Finance Director, Ext 2535

**DATE:** August 13, 2012

**SUBJECT:** City Council receipt of the Mayor's 2013 Proposed Budget and 2014 and 2015 Projected Budget and establishment a Public Hearing date

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**REQUEST:**

We are requesting that City Council acknowledge receipt of the Mayor's 2013 Proposed Budget and 2014 and 2015 Projected Budget and set a public hearing date to receive public input on the proposed 2013 Budget.

**BACKGROUND:**

The Mayor's 2013 Proposed Budget and the 2014 and 2015 Projected Budget are being submitted in accordance with applicable Sections 3.2, 3.3, 3.4 and 3.5 of the City Charter and PA 2 of 1968 as amended (otherwise known as the Uniform Budgeting and Accounting Act). The Mayor has prepared a complete proposed budget for the next fiscal year and is submitting it in accordance with Section 3.2 of the City's Charter.

In accordance with City Charter Section 3.3, the budget document presents a complete financial plan for the ensuing fiscal year and includes the following:

- Detailed estimates of all proposed expenditures for each department and office of the City showing the expenditures for corresponding items for the current and last preceding fiscal year, with reasons for any *significant* recommended increases or decreases, as compared with appropriations for the current year
- Statements of the bonded and other indebtedness of the City showing the debt redemption and interest requirements, the debt authorized and unissued, and the condition of any sinking funds
- Detailed estimates of all anticipated income of the City from sources other than taxes and borrowing, with a comparative statement of the amounts received by the City from each of the same or similar sources for the last preceding and current fiscal years
- A statement of the estimated fund balances for the end of the current fiscal year (*in addition to next fiscal year's fund balances*)
- An estimate of the amount of money to be raised from current and delinquent taxes and the amount to be raised from bond issues which, together with income from other sources, will be necessary to meet the proposed expenditures and commitments of the City government during the ensuing year

- Funds established for special purposes by a vote of the electorate either as a special assessment or as an ad valorem tax are separated in the budget document both as to expenditure and as to source of revenue and
- Such other items required to be included, by Section 15 of Public Act No. 2 of 1968 (MCL 141.435, MSA 5.3228(35)), as amended

In accordance with City Charter Section 3.4, the budget statement explains the budget proposal and contains an outline and explanation of the proposed financial policies of the City relating to its current and future operations. The budget presents a complete financial (*and general operational*) plan for the next fiscal year.

And lastly, in accordance with City Charter Section 3.5, City Council is requested to set a public hearing date to receive public comment on the proposed budget. A copy of the budget proposal shall be on file and available to the public during regular office hours in the office of the Clerk and in the Mayor’s office, the Rochester Hills Public Library and at the City Hall Resource Center for a period of not less than seven (7) days prior to the public hearing. Notice that the proposed budget is on file and the time and place of the public hearing thereon shall be published in a newspaper of general circulation in the City not less than fifteen (15) days prior to said hearing on the budget by the Council. City Council Budget workshops are planned for August 20<sup>th</sup> and 27<sup>th</sup>.

**RECOMMENDATION:**

We recommend that City Council acknowledge receipt of the Mayor’s 2013 Proposed Budget and 2014 and 2015 Projected Budget at the City Council’s first meeting in August in accordance with City Charter section 3.2 and set a Public Hearing for the 2013 Budget in accordance with City Charter Section 3.5, for September 10, 2012.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		