

ORDINANCE NO. 0-85-17

AN ORDINANCE PRESCRIBING CERTAIN PROCEDURES FOR PREPARING THE ANNUAL BUDGET OF THE CITY OF CONWAY, ARKANSAS; AND FOR OTHER PURPOSES:

SECTION 1. There is a need for the annual budgetary process to be simple, logical, and uniform from one year to the next. Therefore, in an effort to achieve this goal, the following procedure will be utilized in the preparation of future budgets for the City of Conway, Arkansas:

1. The mayor shall compile and furnish to the City Council, by no later than October 8 of each year, all projected revenues for the next calendar year.

2. After reviewing the projected revenues, the mayor and city council will, by no later than the 4th Tuesday of October, agree by resolution, to budget to a percentage of those revenues, and will determine the general salary adjustments, if any, to be granted for the next calendar year.

3. By no later than November 8 of each year, the city council will meet in committee, with the respective department heads, to review their needs and budget requests. Departmental requests will be categorized as follows:

Category A - Essential to maintain present level of service.

Category B - Needed, but deferrable.

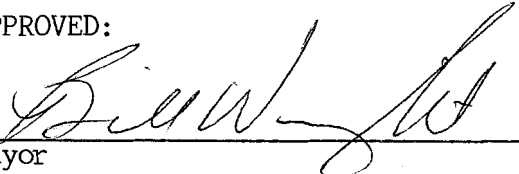
Category C - Necessary for expanded or new programs or services.

4. By no later than the 4th Tuesday of each November, the mayor and city council shall review all departmental budgets as a whole and make changes as necessary before formal presentation for adoption.


SECTION 2. All ordinances which may be found to be in conflict herewith are repealed to the extent of such conflict.

PASSED 28th DAY OF MAY, 1985.

APPROVED:

  
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Mayor

ATTEST:

  
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City Clerk