

ORDINANCE 161

AN ORDINANCE AMENDING AND ADDING TO TITLE ~~34~~<sup>4</sup>  
OF THE CITY ORDINANCES OF THE CITY OF BETHEL.

NOW, THEREFORE, be it ordained by the City Council  
of the City of Bethel that:

SECTION ONE:

The heading of Title ~~3~~<sup>4</sup> of the City ordinances of  
the City of Bethel which reads "REVENUE-FINANCES" is amended  
to read "BUDGET AND FINANCE".

SECTION TWO:

There is added to Title ~~3~~<sup>4</sup> of the City ordinances of  
the City of Bethel Chapter ~~3.02~~<sup>4.02</sup> as follows:

CHAPTER ~~34~~<sup>4</sup>

Budget

Sec. ~~3~~<sup>4</sup>.02.010. Budget: Fiscal year.

The Fiscal year of the city government shall begin on the  
first day of July and end on the last day of June of each  
calendar year. The Fiscal year shall also constitute the  
budget and accounting year. Changes to the City's fiscal  
year shall be by council resolution.

Sec. ~~3~~<sup>4</sup>.02.020. Budget estimate: Preparation, submission and  
amendment.

The City manager shall prepare and submit to the council not  
later than May 1 of each year, the annual budget estimate for  
the following fiscal year and a budget message. The Budget  
estimate shall cover and appropriate for all expenditures of  
money, including contract and other commitments, except  
appropriations for expenditures from bond construction funds  
and special assessment construction funds. The council may  
amend the budget estimate at any time prior to adoption.

Sec. ~~3~~<sup>4</sup>.02.030. Budget a public record.

The budget estimate, and upon adoption, the budget and budget  
message, shall be a public record open to inspection in the

office of the city clerk. Copies of the budget estimate and budget message shall be prepared for purchase by any interested persons.

Sec. <sup>4</sup>3.02.040. Budget estimate: Public hearing.

The council shall fix the time and place for a public hearing on the budget estimate. Notice of the hearing, together with a summary of the budget estimate, shall be posted on the bulletin board at city hall not more than ten nor less than five days prior to the time fixed for hearing. At the time and place advertised, or at any time and place to which such public hearing shall be adjourned, and all interested persons shall be given an opportunity to be heard.

Sec. <sup>4</sup>3.02.050. Budget: Adoption and appropriation.

The council shall adopt the budget and make the appropriation by ordinance no later than the fifteenth day of June. Failing adoption, the budget estimate as submitted or amended shall go into effect and be deemed to have been adopted by the council; and the proposed expenditures therein shall become the appropriations for the next fiscal year.

Sec. <sup>4</sup>3.02.060. Budget: Amendment

The budget may be amended by the council at any time after adoption provided no such amendment shall be made until after a public hearing upon the same notice as required for the budget estimate under Sec. 3.05.040 of this Article. The substance of the proposed amendment or amendments shall be posted with the notice of hearing.

Sec. <sup>4</sup>3.02.070. Encumbrance, lapse and transfer.

No budget appropriations may be encumbered without prior certification by the city manager that there is an unencumbered appropriation sufficient to cover such encumbrance and sufficient funds available to meet the expenditure.

The city manager shall not permit, without council approval, during any budget year, an expenditure or contract incurring any liability in excess of the amount appropriated for each department of the city.

Appropriations for capital improvement projects and grants carry over at year end; all other appropriations covered by the budget lapse at the end of the budget year to the extent that they have not been expended or the goods or services for which they have been encumbered have not been delivered to or utilized by the city prior to the end of the city's fiscal year.

Sec. <sup>4</sup>3.02.080. Budgetary control.

Budgetary control is exercised at the departmental level. The city's manager may approve intra-departmental transfers of appropriated funds not directed to personnel services and only to the extent such transfers do not exceed Five Thousand Dollars (\$5,000.). Any supplemental appropriations that amend the total expenditures of any department and all inter-departmental transfers of appropriated funds shall be by ordinance.

Sec. <sup>4</sup>3.02.090. Independent audit.

An independent audit shall be made of all accounts of the city at least annually, and more frequently if deemed necessary by the council. The annual audit shall be made by certified public accountants employed by the council, and shall be completed within ninety (90) days following the close of the fiscal year. An analysis of the audit shall be made public by the council.

PASSED AND APPROVED this 11<sup>th</sup> day of March,  
1985.

Joe Sullivan  
MAYOR

ATTEST:

Wayne Thomas  
City Clerk

AMENDMENT 1  
to  
ORDINANCE 161

An amendment to Ordinance 161 and the corresponding chapter and section of the Bethel Municipal Code as codified, 4.04.080, entitled Budget, Budget-Control.

NOW THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska, that Ordinance 161 and the corresponding chapter and section of the Bethel Municipal Code as codified are amended to read as follows:

WHEREAS, the City of Bethel enacted Ordinance 161 in 1985 to provide a procedure for budgetary control and

WHEREAS, the existing ordinance unduly restricts the flexibility of the City Manager to transfer funds appropriated by the City Council to meet the changing needs of the City of Bethel and;

WHEREAS, the existing ordinance (Section 4.04.080 of the Bethel Municipal Code) unduly limits the City Manager's authority to make transfers between departmental budgets and;

WHEREAS, the City Council wishes the City Manager to have more flexibility in the transfer of appropriated funds;

BE IT ENACTED BY THE COUNCIL OF THE CITY OF BETHEL, ALASKA:

1. Existing Section 4.04.080 of the Bethel Municipal Code is repealed in its entirety and replaced by the following which shall be codified as Section 4.04.080:

4.04.080 BUDGET - - - CONTROL

1. Budgetary Control is exercised at the Departmental level. The City Manager may approve transfers of appropriated funds only to the extent such transfers do not exceed Ten Thousand Dollars (\$10,000.00). Any supplemental appropriations that amend the total expenditures of any department shall be made ordinance.

2. This ordinance shall be effective as of the date it is enacted.

PASSED AND APPROVED THIS                      DAY OF                      1987.

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Diane Carpenter, Mayor

ATTEST:

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Wayne J. Maiers, City Clerk

*Filed 10-27-92*