

**TOWN OF GREENVILLE
ORDINANCE NO. 2009-R-063**

**RESOLUTION CONCERNING THE PROCEDURE OF PREPARING AND
SUBMISSION FOR PUBLICATION OF THE TOWN OF GREENVILLE, INDIANA
YEARLY BUDGET**

WHEREAS, the Town Council for the Town of Greenville, Indiana, in the interest of properly preparing and filing of the Yearly Budget deems it necessary to establish the following procedures to comply with the State of Indiana Department of Local Government Finance and Indiana Codes;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF GREENVILLE, INDIANA, AS FOLLOWS:


1. The Greenville Town Council President shall schedule a Special Meeting two weeks prior to the Chief Financial Officer {Clerk / Treasurer} meeting with the State of Indiana Local Government Finance in accordance with I.C. 36-5-3-3.
2. Chief Financial Officer {Clerk / Treasurer} shall present for discussion to the Town Council the proposed budget information to be submitted to the State of Indiana Local Government Finance and for the Publication of Budget Forms.
3. Chief Financial Officer {Clerk / Treasurer} shall notify the Town Council when meeting with the State of Indiana Local Government Finance has been completed.
4. Chief Financial Officer {Clerk / Treasurer} shall submit a copy of the Yearly Budget to the Floyd County Council 45 days prior to the final adoption of the yearly budget.
5. Chief Financial Officer {Clerk / Treasurer} shall notify the Town Council when First and Second Publication of Budget Forms has been completed {I.C. 6-1.1-17-3}. This Publication shall be completed within two weeks of meeting with the State of Indiana Local Government Finance.
6. The Greenville Town Council President shall schedule the First Public Hearing on the Budget no sooner than Ten {10} Days after First Publication and no sooner than Three {3} Days after Second Publication. Chief Financial Officer {Clerk / Treasurer} shall provide copy of Publication to the Town Council.
7. The Greenville Town Council President shall schedule the Second Public Hearing on the Budget no sooner than Ten {10} Days after First Public Hearing for Adoption of the Budget by the Town Council.

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**ADOPTED BY THE TOWN COUNCIL OF GREENVILLE, INDIANA, ON THE 12th
DAY OF OCTOBER, 2009.**

**PRESIDENT OF THE TOWN
COUNCIL OF GREENVILLE,
INDIANA**


TALBOTTE RICHARDSON,


JACK TRAVILLIAN,
CLERK/TREASURER

**PREPARED BY:
RANDAL JOHNES**

IC 36-5-3-3

Formulation of budget estimate

Sec. 3. Before the publication of notice of budget estimates required by IC 6-1.1-17-3, each town shall formulate a budget estimate for the ensuing budget year in the following manner, unless it provides by ordinance for a different manner:

(1) Each department head shall prepare for his department an estimate of the amount of money required for the ensuing budget year, stating in detail each category and item of expenditure he anticipates.

(2) The town fiscal officer shall prepare an itemized estimate of revenues available for the ensuing budget year, and shall prepare an itemized estimate of expenditures for other purposes above the money proposed to be used by the departments.

(3) The town executive shall meet with the department heads and the fiscal officer to review and revise their various estimates.

(4) After the executive's review and revision, the fiscal officer shall prepare for the executive a report of the estimated department budgets, miscellaneous expenses, and revenues necessary or available to finance the estimates.

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IC 6-1.1-17-3

Formulation of local budgets, rates, and levies; public notice; solid waste management district public hearing; township trustee estimate of cost of township assistance

Sec. 3. (a) The proper officers of a political subdivision shall formulate its estimated budget and its proposed tax rate and tax levy on the form prescribed by the department of local government finance and approved by the state board of accounts. The political subdivision shall give notice by publication to taxpayers of:

- (1) the estimated budget;
- (2) the estimated maximum permissible law;
- (3) the current and proposed tax levies of each fund; and
- (4) the amounts of excessive levy appeals to be requested.

In the notice, the political subdivision shall also state the time and place at which a public hearing will be held on these items. The notice shall be published twice in accordance with IC 5-3-1 with the first publication at least ten (10) days before the date fixed for the public hearing. Beginning in 2009, the duties required by this subsection must be completed before September 10 of the calendar year.

(b) The board of directors of a solid waste management district established under IC 13-21 or IC 13-9.5-2 (before its repeal) may conduct the public hearing required under subsection (a): (3) in any county of the solid waste management district; and (2) in accordance with the annual notice of meetings published under IC 13-21-5-2.

(c) The trustee of each township in the county shall estimate the amount necessary to meet the cost of township assistance in the township for the ensuing calendar year. The township board shall adopt with the township budget a tax rate sufficient to meet the estimated cost of township assistance. The taxes collected as a result of the tax rate adopted under this subsection are credited to the township assistance fund.

(d) This subsection expires January 1, 2009. A county shall adopt with the county budget and the department of local government finance shall certify under section 16 of this chapter a tax rate sufficient to raise the levy necessary to pay the following:

- (1) The cost of child services (as defined in IC 12-19-7-1) of the county payable from the family and children's fund.
- (2) The cost of children's psychiatric residential treatment services (as defined in IC 12-19-7.5-1) of the county payable from the children's psychiatric residential treatment services fund.

A budget, tax rate, or tax levy adopted by a county fiscal body or approved or modified by a county board of tax adjustment that is less than the levy necessary to pay the costs described in subdivision (1) or (2) shall not be treated as a final budget, tax rate, or tax levy under section 11 of this chapter.
(Formerly: 9/1/2009)