

THE PROCESS, PUBLIC INVOLVEMENT, AMENDING THE BUDGET

The City's fiscal year is the calendar year and its budget cycle is an annual one. By Illinois State Statutes, the Council must pass a budget prior to the end of the first quarter of the proposed budget year. During the first quarter of the proposed budget year, if the Council has not yet adopted a new budget, departments operate under the prior year's budget. Typically, the process begins sometime in March/April and ends at some point before the beginning of the budget year.

THE 2012 PROCESS

The 2012 process began early in 2011 due to projected General Fund deficit. Two Saturday hearings were held in August, followed by one hearing held in September and one in October to achieve budget approval by the end of 2011. Since 2003, two hearings have been held every year with the exception of 2005. The schedule of events is shown in the Budget Timeline, beginning on Page EX-10.

PUBLIC INVOLVEMENT

It is the City's policy to keep citizens informed during the budget process and to seek public input. In addition to holding public hearings, the City also makes available, before and after adoption, other summary and detail information. The City's efforts are assisted by extensive media coverage (daily newspaper, four television stations and a number of radio stations).

AMENDING THE BUDGET

The State of Illinois provides two avenues for budget (Appropriation Ordinance) amendment.

The City Council, at any time after the first half of each fiscal year, by a two-thirds vote of all members, may make transfers within any department of funds appropriated for one corporate purpose to another.

During any part of the fiscal year, the Council may adopt a supplemental Appropriation Ordinance in an amount not in excess of the aggregate of any additional revenue available to the City, or estimated to be received, subsequent to the adoption of the Appropriation Ordinance for that fiscal year. Such a supplemental Appropriation Ordinance shall affect only revenue that was not available for appropriation when the annual Appropriation Ordinance was adopted.

**CITY OF ROCKFORD, ILLINOIS
BUDGET TIMELINE
THE 2012 PROCESS**



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| March 2011 | Finance Department prepares preliminary budget estimates and discusses budget policies for the forthcoming year with the Mayor. |
| May – June 2011 | Public Works Department begins work on updating the five-year Capital Improvement Program. |
| June 2011 | Finance Department determines budgetary allocations. Departments receive budget packages. |
| July 2011 | Departments complete and return budget packages to Finance Department for review. |
| July – August 2011 | Finance Department reviews Department budgets and prepares a budget draft. |
| August 2011 | Mayor’s Office reviews budget and presents budget to Council. |
| August – October 2011 | Finance Committee and Council, as Committee of Whole, hold budget hearings (August 20 th , August 27 th , September 10 th , October 22 nd) with City Departments. |
| September – October 2011 | Mayor submits 2012-2016 Capital Improvements Program to Council for Committee review and approval. |
| October 24, 2011 | Council adopts 2012-2016 Capital Improvements Program. |
| December 19, 2011 | Finance Committee approves budget and submits to Council (Committee Report). Council holds State Budget Act public hearing for citizen input. Appropriation Ordinance and 2012 Budget Committee Report adopted by Council. |