

**ORDINANCE NO. 2016-06**

**CITY OF CHESTER  
BUDGET ORDINANCE  
FISCAL YEAR 2016 - 2017**

**AN ORDINANCE TO PROVIDE BUDGET APPROPRIATIONS AND THE LEVYING OF TAXES FOR ORDINARY PURPOSES IN THE CITY OF CHESTER FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, BY THE CITY COUNCIL OF THE CITY OF CHESTER, AND TO PROVIDE FOR THE EXPENDITURE THEREOF, THROUGH AN AMENDED BUDGET.**

**WHEREAS:**

- 1) Section 5-11-40 (c) of the South Carolina Code of Laws (1976), as amended, provides the authority to prepare an annual budget for all departments and agencies for the City Government; and,
- 2) the annual budget shall be based upon estimated revenues and shall provide appropriations for City operations and debt service for all City departments, is hereby declared to be a part of this ordinance and is attached hereto; and,
- 3) Pursuant to the above noted section of the Code of Laws, total funds appropriated in Fiscal Year 2016-2017 for the above purposes shall not exceed estimated revenues and mandated carry forward funds available for expenditures in Fiscal Year 2015-2016.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CHESTER, SOUTH CAROLINA, DULY ASSEMBLED THAT:**

**SECTION 1:** Funds appropriated herein are to be expended only in compliance with policies adopted by Council, or at Council's direction, as formulated and implemented by the City Administrator, either existing or adopted.

**SECTION 2:** The City Administrator shall be responsible for the administration of the budget following adoption.

**SECTION 3:** Council reserves the right to amend any appropriation contained herein during the fiscal year by addition to, deletion of, or transfer of any item; provided, that the total amended estimated expenditures do not exceed total anticipated revenue. Council may increase the total budgeted appropriations by adopting supplemental appropriation ordinances during the year and shall cite the source of revenue and the line item of expenditure in same; and,

**SECTION 4:** The City Administrator is hereby authorized to arrange for the issuance of tax anticipation notes from time to time in anticipation of receipt of taxes by requesting bids for the issuance of such notes from such financial institutions, as she shall determine. The aggregate amount of tax anticipation notes authorized here under to be issued by the City shall not exceed \$750,000. The notes shall be issued in compliance with State and Federal law. The notes are designated as qualified

tax-exempt obligations under Section 265(b). The City Administrator is authorized to award the notes to the financial institution offering the lowest rate of interest to the City and to name the Paying agent for the issue without further action of the City Council. The note shall be executed by the Mayor and be attested by the Municipal Clerk.

**SECTION 5:** Appropriations are absolute. Department Heads shall not exceed the line item amounts budgeted without prior approval by the City Administrator. The City Administrator must approve transfers between line items within a department.

**SECTION 6:** Any and all revenues received by the City, regardless of source, shall be remitted to the Finance Director and must be credited to the general fund to supplement and provide sufficient funding for all ordinary City purposes. The only exceptions being those revenues which are received for a specific purpose and are mandated by State or Federal Law requiring funds to be accounted for separately.

**SECTION 7:** Such funds as are herein appropriated as a contribution, donation, or support of any agency organization shall be requested in writing by such agency or organization. Council hereby requires an audit from any agency or organization receiving City funds which shall be made by a Certified Public Accountant or a firm of such accountants who have no personal interest, direct or indirect, in the fiscal affairs of the City of Chester. A copy of the audit shall be filed with the Municipal Clerk prior to such disbursement.

**SECTION 8:** Contracts must be approved by the City Administrator prior to commitment of the City.

**SECTION 9:** Any funds not expended during the fiscal year cannot be carried forward to subsequent years and any excess of revenues over expenditures shall accrue to the fund balance of the general fund. The only exceptions being those revenues which are received for a specific purpose and are mandated by State or Federal Law requiring funds to be accrued and carried forward.

**SECTION 10:** Any funds not expended from the Fire Department budget shall be invested or transferred to a separate account at the discretion of the Fire District. Should the Fire Department expenditures exceed budget appropriations; the overage will be due from the Fire District to the City.

**SECTION 11:** Capital assets owned by the City of Chester shall not be sold, rented, leased, or optioned without prior approval of Council by ordinance.

**SECTION 12:** Any prior Ordinance or any section, paragraph, sentence, clause, or phrase of any prior Ordinance that may be in conflict with this Ordinance are hereby declared to be invalid.

**SECTION 13:** If any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any Court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

**SECTION 14:** The current fiscal year 2015-2016 budget revenue and expenditures are \$6,439,250 for the twelve (12) month period ending June 30, 2016. The projected revenue and expenditures for fiscal