**Sample Resolution to Adopt Budget**

City of \_\_\_\_\_\_\_\_\_\_\_

State of Georgia

**A RESOLUTION**

**TO ADOPT THE FISCAL YEAR 20\_\_ BUDGET FOR EACH FUND OF THE** **CITY OF \_\_\_\_\_\_\_\_\_\_\_\_\_, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/ EXPENSES, ADOPTING THE SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING AVAILABLE**

**WHEREAS**, sound governmental operations require a budget in order to plan the financing of services for the residents of the City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

**WHEREAS**, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (O.C.G.A.) requires a balanced budget for the City’s fiscal year, which runs from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ of each year; and

**WHEREAS**, the Mayor and City Council of the City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have reviewed the proposed FY \_\_\_\_\_\_\_ budget as presented by the City Manager; and

**WHEREAS**, each of these funds is a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures or expenses; and

**WHEREAS**, the Mayor and City Council wishes to adopt this proposal as the Fiscal Year \_\_\_\_\_\_\_\_ Annual Budget, effective from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ through \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and City Council of the City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, Georgia, as follows:

**Section 1.** That the proposed Fiscal Year \_\_\_\_\_ Budget, attached hereto and incorporated herein as a part of this Resolution is hereby adopted as the Budget for the City of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Georgia for Fiscal Year \_\_\_\_\_\_\_\_\_\_, which begins \_\_\_\_\_\_\_\_\_\_ and ends on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Section 2.** That the several items of revenues, other financial resources, and sources of cash shown in the budget for each fund in the amounts shown anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses and uses of cash are hereby appropriated to the departments named in each fund.

**Section 3.** That the “legal level of control” as defined in O.C.G.A. §36-81 is set at the departmental level, meaning that the City Manager in his capacity as Budget Officer is authorized to move appropriations from one line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount appropriated for a department without a further Budget amendment approved by the Mayor and City Council.

**Section 4.** That all appropriations shall lapse at the end of the fiscal year.

**Section 5.** That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2\_\_\_\_\_.

**CITY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, GEORGIA**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

By: (typed name), Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (AFFIX SEAL)

Attest: (typed name), City Clerk