

ROUGH DRAFT

INFORMATION TO BE INCLUDED IN AFFIDAVIT

The City of Atlanta operates on a well planned, well programmed annual budget. The City has certain prescribed rules and regulations in its Charter dealing with the anticipation of revenues, the appropriation of funds, and the like. These laws were enacted in 1937 and have been amended several times since.

The budget law was prompted by the fact that the City was almost financially bankrupt and was having to issue script in order to pay its employees and vendors. We have found that by living with these rules and regulations, good, sound financial budgets can be made and can be lived up to. In fact, we have extended the practice within the office of forecasting revenues and operating expenses for as much as five years hence before making a particular calendar year budget.

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(See Page 2)*

The 1966 calendar year budget was made in accordance with the budget laws which are contained in the Charter of the City and the practice of forecasting revenues and operating costs for several years. Anticipated revenue estimates for the 1966 budget were forecast and reviewed as early as May, 1965. These estimates were again reviewed in July, August, October, November and December, and corrections made according to economic changes during this period.

Budget request forms were forwarded to the various departments of the City on September 15, 1965, and these were completed and returned to this office by October 15. These requests totaled \$_____ and available revenue projections that had been made in October indicated that we could provide for only \$_____.

The budget requests of the various departments were thoroughly reviewed by this office and were reviewed by the Finance Committee, together with the officials of the various departments. These hearings were conducted on November 2, 3 and 4, 1965. The Budget Commission, who is responsible for

anticipating all revenues of the City and making certain appropriations such as debt service, met and approved the tentative estimated receipts for the year 1966 on November 30, 1965. The tentative budget was published as required by Charter of the City on _____.

Several meetings were held during the months of November and December for the purpose of reviewing revenues and requests for additional equipment, new employees, reclassifications, etc. These requests were thoroughly screened and only the bare essentials were approved. The 1966 Pay and Classification Plan, which provided a 4 1/4% increase for every employee on the payroll of the City was formulated and approved by the Finance Committee and presented to the Board of Aldermen on December 20, 1965. Requests for new employees and reclassifications were reviewed and presented to the Board of Aldermen for adoption on January ³4, 1966.

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The Budget Commission of the City is composed of the Mayor, Chairman of the Finance Committee, the Comptroller, and two aldermen elected by the Board of Aldermen each year to serve for the calendar year. The two aldermen to serve on the 1966 Budget Commission were elected at the meeting of January ³4, 1966.

The 1966 Budget Commission met January 4, 1966 and reviewed the final receipts of 1965 and established the estimated receipts for 1966 in accordance with the practice and principles that have been used by the City for the last several years. The Budget Commission recommendation was filed as required by law with the Board of Aldermen on Monday, January 17, 1966. The Finance Committee met on January 4, 1966, reviewed and adopted the final budget for the year 1966 and this was presented to the Board of Aldermen on January 17, 1966.

It may be well to note that the Budget Commission cannot change its anticipations on present sources of revenue until the collections on that source

of revenue has exceeded the amount anticipated. It also may be well to note that each member of the Budget Commission is personally liable in the event that the collections are less than the amount of revenue anticipated.