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City Charter

Chapter 7

GENERAL FINANCE

Section 1. Fiscal Year. The fiscal and budget year of the City shall begin on the first day of December.

Section 2. Financial Control. The Director of Finance shall maintain such accounting control over the finances of the City, make such financial reports and perform such other duties as may be required by State Law, this Charter, the ordinances of the City, the Mayor or by the Council.⁴⁴
(/Government/CityCharter/Annotation/tabid/1163/Default.aspx#f44) The City Clerk shall audit and approve all liquidated claims against the City and the Treasurer shall pay the same on duly certified vouchers.

Section 3. Budget Procedure. At such time as may be requested by the Mayor or specified by ordinance, each officer or director of a department shall submit to the Mayor an itemized estimate of the expenditures for the next fiscal year for the departments or activities under his control. The Mayor shall prepare a complete budget for the next fiscal year in such detail and with such supporting schedules as the Council shall require. He shall submit the proposed budget to the Council on or before the fifteenth day of September.

Section 4. Budget Hearing. A public hearing on the budget shall be held before its final adoption by the Council, at such time and place as the Council shall direct, and notice of such public hearing shall be published at least one (1) week in advance by the City Clerk.

Section 5. Adoption of Budget; Tax Limit. The Council shall, by resolution, determine and adopt the budget and make the appropriations for the next fiscal year and shall provide, by resolution, for a tax levy the amount necessary to be raised by taxation, which shall not exceed one-half (½) of one (1) per centum of the assessed value of all real and personal property subject to taxation in the City. On or before the first (1st) day of November the Clerk of the Council shall transmit the Budget to the Mayor for his approval or rejection. The Mayor may approve or veto any part or item thereof; provided that he may not veto sums herein required to provide sinking funds for the payment of bonds at maturity, or required to pay interest on all bonds. The Mayor shall, on or before the fifteenth (15th) day of November, return the Budget to the Council with his approval, or he shall disapprove the whole or any item or items therein, with a statement of his reasons therefor. If the Budget be disapproved the Council shall proceed to reconsider the vote by which the Budget was passed; but if an item or items only are disapproved, the reconsideration shall be only as to such item or items. If after such reconsideration, the Council shall by the concurring vote of five (5) members thereof, pass the Budget, or such item or items, the same shall be of full force and effect, with no further power of veto.⁴⁵
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Section 6. Transfer of Appropriations. After the budget has been adopted, no money shall be drawn from the treasury of the City, nor shall any obligation for the expenditure of money be incurred, except pursuant to a budget appropriation. Except as otherwise provided in this Charter, the Council may transfer any unencumbered appropriation balance or any portion thereof from one department, fund, or agency, to another.

Section 7. Budget Control. At the beginning of each quarterly period during the fiscal year, and more often if required by the Council, the Director of Finance shall submit to the Council data showing the relation between the estimated and actual income and expenses to date; and if it shall appear that the income is less than anticipated, the Council or Mayor may reduce appropriations for any item or items, except amounts required for debt and interest charges, to such a degree as may be necessary to keep expenditures within the cash income. If the revenues exceed the amounts estimated in the budget, the Council may make supplemental appropriations.⁴⁶
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Section 8. Municipal Borrowing Power. Subject to the applicable provisions of State Law and this Charter, the Council, by proper ordinance or resolution, may authorize the borrowing of money for any purpose within the scope of the powers vested in the City and the issuance of bonds of the City or other evidence of indebtedness