



Village of Downers Grove

Official Village Policy Approved by Village Council

Description:	Finance - Tax and Budget	
Res. or Ord. #:	Ord. 4597	Effective Date: 6/15/04
Category:	Finance	
	<input type="checkbox"/> New Council Policy	
	<input checked="" type="checkbox"/> Amends Previous Policy Dated: 1/9/84, 3/18/91	
	Description of Previous Policy (if different from above): _____	

ORDINANCE NO. _____

AN ORDINANCE AMENDING CERTAIN
**FINANCIAL, TAX AND BUDGET POLICIES OF THE COUNCIL OF THE
VILLAGE OF DOWNERS GROVE, DU PAGE COUNTY, ILLINOIS**

WHEREAS, the Council of the Village of Downers Grove, Illinois has heretofore established policies and procedures regarding finance, taxation and budgeting for the Village, such policies and procedures embodied in Resolutions 76-73 and 76-74, adopted November 29, 1976, and in Resolution 84-4, adopted on January 9, 1984, and amended by Resolution 91-5, adopted March 18, 1991 and;

WHEREAS, the Council desires to affirm these policies and procedures and intends that this ordinance be an advisory statement concerning policies and procedures regarding finance, taxation and budgeting;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Downers Grove, DuPage County, as follows:

1. That the Village will conduct a continuing and comprehensive program of financial planning in all funds for both operating and capital improvement needs. The objective is to deal with potential revenue/expenditure problems before they arise, and to avoid the type of financial difficulties which plague many local governments.
2. That the goals of the financial management of the Village shall continue to be expressed through management and budget controls and practices which lead to the most effective utilization of the Village resources. Investment practices shall continue to strive for full investment of idle funds, at the best possible return, consistent with the proper security of the funds invested. The Village budgets shall continue to realistically recognize the limitations on the Village income.
3. That it is the express policy of the Council of the Village of Downers Grove that real estate taxes levied by and collected for use by the Village of Downers Grove should be used to fund costs of (a) fundamental services provided for the Village and its citizens, (b) those services that relate to and affect the value of real estate in the Village, and (c) financial obligations of the Village that have been approved by the voters by referendum.

Fundamental services and services relating to the value of real estate in the Village shall include, but shall not be limited to, such services as are provided by the police and fire departments, and the library.

4. That it is the express policy of the Council of the Village of Downers Grove that expenditures for other than fundamental services, services relating to and affecting the value of real estate, and financial obligations resulting from referendums shall be funded from sources other than real estate taxes levied and collected for use by the Village.

5. That it is the express policy of the Council of the Village of Downers Grove that the Council shall, at all times, manage the fiscal affairs of the Village by a system of objectives and goals, such objectives and goals shall be articulated by the Council, and integrated into fiscal budgeting as an essential and basic element of that budgeting process.

6. That it is the express policy of the Council of the Village of Downers Grove that the Council should at all times encourage and solicit public participation in the fiscal objective and goal setting process. This public participation should be occasioned and encouraged through public participation at public hearings concerning fiscal goal setting, budget determination, fiscal appropriation and the tax levy. The schedule for fiscal goal setting, budget determination, fiscal appropriation and tax levy process shall, insofar as possible, be as follows:

April of each year --Review of proposed budget and public hearings thereon.

July of each year --Public hearings on appropriation ordinance for that fiscal year.

September of each year --Village Council evaluation of available uncommitted fund balances.

--Council goals discussion for the coming fiscal year.

October or

November of each year --Review proposed financial plan and public hearings thereon.

November of each year --Public hearings on tax levy for coming year's budget.

7. That it is the express policy of the Council that Enterprise and Utility Funds shall be financially self-supporting by establishing rates at levels which produce sufficient income to meet expenses within each Fund except as the Council might determine pursuant to paragraph 3 of this ordinance; and that Enterprise and Utility Funds shall neither borrow money from, nor transfer money to, other Funds of the Village except for short term transfers which shall be repaid in full within one calendar year. Longer term transfers between Funds shall be treated as loans to be fully documented in writing and actually repaid with principal and interest in accordance with a pre-established schedule or as grants expressly authorized by the Council.

8. That formal competitive bidding will be used in purchasing wherever practical and in accordance with law. In any event, however, purchases will be made from Downers Grove suppliers provided that prices obtained locally are the same as or lower than prices from other sources for items of comparable quality. Quantifiable factors relating to the true costs of goods and services shall also be considered in comparing prices.

9. That all resolutions or ordinances in conflict with this ordinance, are hereby repealed.

10. That this ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Brian Krajewski, Mayor

Passed: June 15, 2004
Attest: April Holden, Deputy Village Clerk

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