C6-3. Budget Procedure. [Amended 11-5-2005 by election]

At such time as may be requested by the Manager or specified by the Administrative Code, each officer or director of a department shall submit an itemized estimate of the expenditures for the next fiscal year for the departments or activities under his/her control to the Manager, who shall submit them with his/her recommended budget to the Council on or before February fifteenth of the fiscal year, which shall be the budget submitted to the public hearing, unless another date shall be fixed by ordinance. The City Council may examine and amend the recommended budget on a line for line basis.

C6-3.1. Limitation on Property Tax Levy Increase. [Amended 9-5-2007, approved 11-6-2007 by election; 6-22-2011, approved 11-8-2011 by election]

The City Council shall adopt the annual municipal budget for city and school purposes to limit the property tax levy on taxpayers to the property tax levy from the previous tax year increased by the amount of inflation calculated from the Consumer Price Index-Boston and the net increase in new construction. Enterprise funds, dedicated funds, capital reserve funds, grants, county tax, state property tax, and revenues from sources other than local taxes shall be excluded from the limitation on the property tax levy. Appropriations in the annual municipal budget shall not exceed the property tax levy increased by other revenues generated by the municipality.

A. The "amount of inflation" means the average of the 36 month changes for the calendar years immediately preceding the budget year as stated in the Consumer Price Index-Boston published by the United States Department of Labor. **[Amended 11-2-2021 by election]**

B. "Net increase in new construction" means the total value of building permits minus the total value of demolition permits for the previous calendar year based on information provided from city departments.

C. The "property tax levy" means the amount sought to be collected from property taxes.

D. The budget limit provisions on the total property tax levy may be overridden by a two-thirds majority vote of all elected members of the City Council. **[Amended 11-2-2021 by election]**

E. If any provision of this section is invalidated in proceedings before a court of law, the remaining provisions consistent with the general law and constitution shall remain in full force and effect.

C6-4. Budget Hearing.

A public hearing on the budget shall be held at least seven days before its final adoption by the Council at such time and place, convenient to the public, as the Council shall direct and notice of such public hearing, together with a copy of the budget as submitted, shall be posted in two public places and published once at least one week in advance by the City Clerk; provided, however, that there shall be a separate hearing held on the portion of the budget submitted by the School Board and a separate hearing on the portion of the budget submitted by the Manager, and there shall be at least a twenty-four hour period between the hour at which one hearing is begun and the hour at which the other hearing is begun.

C6-5. Final Date for Budget Adoption. [Amended 11-2-2021 by election]

The budget shall be adopted not later than June fifteenth and not earlier than seven days after the public hearing on the budget unless another date shall be fixed by ordinance.[1]

C6-9. Capital Improvements Program. [Amended 9-5-1990, approved 11-6-1990 by election]

A. The Manager shall prepare and submit to the Council a six-year capital improvements program at least three months prior to the final date for submission of the budget. The capital improvements program shall be based upon the recommendations of the Planning Board and shall include:

   1) A clear general summary of its contents;

   2) A list of all capital improvements which are proposed to be undertaken during the six fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;

   3) Cost estimates, method of financing and recommended time schedule for each such improvement; and

   4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

B. The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

1. **Editor's Note: See Ch. 25, Art. II, Budget.**