

Budget Advisory Committee

City of Englewood, Colorado

City Manager's Office

1000 Englewood Parkway

Englewood, CO 80110-2373

Website: www.Englewoodgov.org/budget-advisory-committee



AGENDA

Englewood Civic Center
City Council Conference Room, Third Floor
Tuesday, October 20, 2015
4:30pm to 6:00pm

These meetings are recorded, please be mindful of side conversations.

1. Call to Order and Roll Call of Members
2. Clarification to the Meeting Recording – September 1, 2015
3. New Business
 - Welcome/Introduce Shelley Becker, Finance and Administrative Services Director
 - Discussion of the 2016 proposed budget.
 - Review the BAC ordinance and determine if we would like to recommend any changes, for example to the sunset provision (2-14-7) scheduled for next year.
 - After action review on the report.
 - Discussion of a citizen's budget.
4. Old Business
5. Budget Advisory Members' Choice
6. Adjourn

Please note: If you have a disability and need auxiliary aids or services, please notify the City of Englewood (303-762-2409) at least 48 hours in advance of when services are needed. Thank you.

BY AUTHORITY

ORDINANCE NO. 16
SERIES OF 2013

COUNCIL BILL NO. 13
INTRODUCED BY COUNCIL
MEMBER JEFFERSON

AN ORDINANCE AMENDING TITLE 2, OF THE ENGLEWOOD MUNICIPAL CODE 2000 BY THE ADDITION OF A NEW CHAPTER 14, ESTABLISHING A BUDGET ADVISORY COMMITTEE FOR THE CITY OF ENGLEWOOD, COLORADO.

WHEREAS, The City's finances and budget activities are important to the very essence of the City of Englewood's community; and

WHEREAS, the City Council recognizes the importance of citizen involvement in setting the scope of the budget activities in the City; and

WHEREAS, this year as well as all future years the Budget Advisory Committee shall meet with the Revenue and Budget Manager, the Director of Finance and Administrative Services and the City Manager at meetings which shall be open to the public and recorded in the same manner as other boards and commissions; and

WHEREAS, each City department shall present its budget to the City Manager and Budget Advisory Committee; and

WHEREAS, Council recognizes that there is a steep learning curve in understanding the budget and making recommendations; and

WHEREAS, the Budget Advisory Committee will be learning the budget process in the initial year; and

WHEREAS, the City Manager shall put together a curriculum or outline of the budget process with the Budget Advisory Committee coordinating agendas for this year and next to reach the Budget Advisory Committee goals and requirements set forth in this Ordinance; and

WHEREAS, the goals/outcomes and accomplishments of the Budget Advisory Committee shall be reviewed at the yearly Council Budget Workshop.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ENGLEWOOD, COLORADO, AS FOLLOWS:

Section 1. The City Council of the City of Englewood hereby approves amending Title 2, of the Englewood Municipal Code 2000, by adding a new Chapter 14, establishing the Budget Advisory Committee, which shall read as follows:

2-14: BUDGET ADVISORY COMMITTEE:

20-14-1: Purpose: The Budget Advisory Committee (BAC) is established by Council and the City Manager to advise the City on the development, implementation, and evaluation of the annual City Budget. Participation in Budget Advisory Committee is an opportunity not only to advise on the prioritization of how city tax dollars are spent, but also to advise policymakers in their decision-making process in an open and transparent process.

2-14-2: Composition and Membership: The Committee will be comprised of five (5) members appointed by City Council and a non-voting Council liaison.

2-14-3: Terms of Members: Members will be appointed to overlapping terms of three (3) years. The City Council shall make appointments to fill vacancies for unexpired terms.

2-14-4: Compensation:

- A. The members of the Committee shall serve without compensation.
- B. Reasonable expenses directly related to performing the duties of the Committee shall be allowed.

2-14-5: Powers and Duties:

The Budget Advisory Committee shall have the following powers and duties:

- A. The Committee shall meet at least once each month at a time to be established by the City Manager.
- B. At the start of each budget year the City Manager shall meet with the Budget Advisory Committee and shall review projections of major revenue sources.
- C. The City Manager shall work with the Budget Advisory Committee to establish budget guidelines for the coming year.
- D. Each department shall present its budget to the Revenue and Budget Manager, the Director of Finance and Administrative Services, the City Manager and Budget Advisory Committee. Said meetings shall be open to the public and recorded in the same manner as other boards and commissions.
- E. Annual capital improvement recommendations shall be made only by the Planning and Zoning Commission as required by the Englewood Home Rule Charter not the Budget Advisory Committee.

F. Once the budgets have been reviewed and have incorporated requests for new programs and/or personnel authorized by the City Manager, the Budget Advisory Committee shall submit a written report of its findings and recommendations (BAC Report). The BAC Report shall be delivered to Council prior to the public hearing regarding the budget.

2-14-6: Appointment of Officers and Adoption of Rules:

A. The Committee shall organize, adopt administrative rules and procedures and elect from its members such officers as it shall deem necessary to accomplish its purposes. Officers of the Committee shall be elected for one-year (1) terms. No officer shall serve in the same capacity for more than two (2) consecutive terms.

B. The chairperson may appoint such standing or special sub-committees from the membership of the Committee as the Committee shall determine necessary or useful in carrying out its purposes and powers. The purpose, term and members of each sub-committee shall be determined by the chairperson.

2-14-7: Sunset Provision: The Budget Advisory Committee and the provisions of Title 2, Chapter 14, shall terminate in three (3) years unless the Committee and the provisions of Title 2, Chapter 14, are renewed by Council ordinance.

Section 2. Safety Clauses. The City Council, hereby finds, determines, and declares that this Ordinance is promulgated under the general police power of the City of Englewood, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The City Council further determines that the Ordinance bears a rational relation to the proper legislative object sought to be obtained.

Section 3. Severability. If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect impair or invalidate the remainder of this Ordinance or its application to other persons or circumstances.

Section 4. Inconsistent Ordinances. All other Ordinances or portions thereof inconsistent or conflicting with this Ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

Section 5. Effect of repeal or modification. The repeal or modification of any provision of the Code of the City of Englewood by this Ordinance shall not release, extinguish, alter, modify, or change in whole or in part any penalty, forfeiture, or liability, either civil or criminal, which shall have been incurred under such provision, and each provision shall be treated and held as still remaining in force for the purposes of sustaining any and all proper actions, suits, proceedings, and prosecutions for the enforcement of the penalty, forfeiture, or liability, as well as for the purpose of sustaining any judgment, decree, or order which can or may be rendered, entered, or made in such actions, suits, proceedings, or prosecutions.

Introduced, read in full, and passed on first reading on the 6th day of May, 2013.

Published by Title as a Bill for an Ordinance in the City's official newspaper on the 10th day of May, 2013.

Published as a Bill for an Ordinance on the City's official website beginning on the 8th day of May, 2013 for thirty (30) days.

Read by title and passed on final reading on the 20th day of May, 2013.

Published by title in the City's official newspaper as Ordinance No. 16, Series of 2013, on the 24th day of May, 2013.

Published by title on the City's official website beginning on the 22nd day of May, 2013 for thirty (30) days.

This Ordinance shall take effect thirty (30) days after publication following final passage.



Randy P. Penn, Mayor



Loucrishia A. Ellis, City Clerk

I, Loucrishia A. Ellis, City Clerk of the City of Englewood, Colorado, hereby certify that the above and foregoing is a true copy of the Ordinance



Loucrishia A. Ellis