

RESOLUTION NO. 2165

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GOLDEN, COLORADO, ESTABLISHING A PROCESS FOR INITIAL CITY COUNCIL INPUT INTO THE CITY'S ANNUAL BUDGET PROCESS

WHEREAS, the City of Golden Home Rule Charter and the statutes of the State of Colorado require the City Council to annually adopt a budget that will govern the expenditures and anticipated revenues of the City for the ensuing fiscal year; and

WHEREAS, Section 7.3(d) of Chapter VII and Section 11.2 of Chapter XI of the City of Golden Home Rule Charter delegates to the City Manager the responsibility for preparing, for Council consideration, the proposed annual budget; and

WHEREAS, Section 11.4 of the City of Golden Home Rule Charter directs the City Manager as to the manner by which the proposed budget is organized; and

WHEREAS, the City Council has adopted two foundational policies governing long-term budget and debt policy, Resolution 1597 ("Adopting a Debt Management Policy") and Resolution 1606 ("Adopting Long-range Budgetary Policies"); and

WHEREAS, Council's responsibility in adopting an annual budget necessarily includes establishing general budget policies, and priorities, with respect to the expenditure of municipal funds; and

WHEREAS, City Council believes that communicating its general budget policies and priorities to the City Manager in advance of the preparation of the proposed budget by the City Manager would assist the City Manager in fulfilling his or her charter responsibilities with respect to the budget, and more effectively streamline the budget adoption process; and

WHEREAS, City Council wishes to establish a process to communicate its general budget policies and priorities to the City Manager through the adoption and presentation of a formal budget letter to the City Manager in a time frame that will permit the City Manager to incorporate the general budget policies and priorities into the proposed budget.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GOLDEN, COLORADO:

Section 1. On or before April 30 of each calendar year, the Citizens Budget Advisory Committee will review the city's long-term budget and financial policy documents and prepare recommendations to the City Manager and the City Council for updating or refining them, if appropriate. Those documents include Resolution 1597 ("Adopting a Debt Management Policy") or its successor and Resolution 1606 ("Adopting Long-range Budgetary Policies") or its successor.

Section 2. On or before May 31 of each calendar year, the City Council will review and consider those two long-term budget and financial policy documents and recommendations prepared by the Citizens Budget Advisory Board, if any.

Section 3. On or before June 30 of each calendar year, the City Council shall prepare,

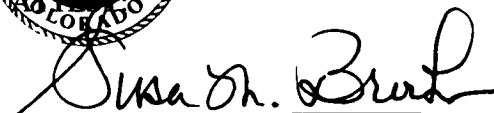
approve, and present to the City Manager, a formal Budget Letter, which is intended to assist the City Manager in his or her obligation to prepare a proposed budget for the ensuing calendar year for presentation to City Council.

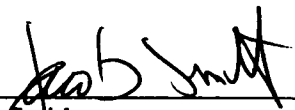
- a. The Budget Letter should address City Council general budget policies, including reaffirmation of long-standing policies that Council may wish to sustain, and changes in policies that Council may wish to alter.
- b. The Budget Letter will communicate Council's anticipated priorities for revenues, projects, and expenditures in the ensuing fiscal year (or the ensuing two fiscal years (during years in which the City Council is adopting two-year budgets).
- c. The Budget Letter will communicate Council's anticipated capital investment priorities for the ensuing ten years.
- d. The Budget Letter will communicate Council's anticipated priorities on other timeframes as it deems appropriate and desirable.
- e. The Budget Letter shall supersede all previous budget policy, general priorities and direction established by City Council, with the exception of Resolutions 1597 and 1606 (or their successors), to the extent that the Budget Letter is not consistent therewith.
- f. The Budget Letter shall be as general, or as specific, as Council deems appropriate, except that the Budget Letter is not intended to, nor shall it supersede the obligation and discretions afforded to the City Manager in preparation of the budget as provided by Chapter VII, Section 7.3, and Chapter XI of the Golden Home Rule Charter.

Section 4. The Budget Letter is intended as a tool to assist the City Manager with respect to his or her responsibilities to prepare a proposed budget for presentation to City Council. Accordingly, in fulfilling the City Manager's responsibilities under the provisions of the Home Rule Charter, the City Manager is, to the extent feasible and without usurping the discretion afforded the City Manager in the Charter in the preparation of the proposed budget, directed to prepare a proposed budget considering the policies and budget priorities that are established in the Budget Letter. The Budget Letter shall not, however, be deemed to require the City Manager to prepare a proposed budget that is inconsistent with his or her duties and obligations under the Charter.

Adopted the 1st day of December, 2011.




Susan M. Brooks, MMC
City Clerk



Jacob Smith
Mayor

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APPROVED AS TO FORM:

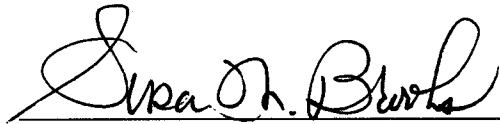


David S. Williamson
City Attorney

I, Susan M. Brooks, City Clerk of the City of Golden, Colorado, do hereby certify that the foregoing is a true copy of a certain Resolution adopted by the City Council of the City of Golden, Colorado at a rescheduled regular business meeting thereof held on the 1st day of December, A.D., 2011.



ATTEST:



Susan M. Brooks, City Clerk of the City of
Golden, Colorado