



AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, MARCH 24, 2014
COMMUNITY ROOM
6:00 P.M.

- I. **Citizen Survey**
Deputy City Manager Mike Flaherty will discuss the Citizen Survey.
- II. **Board and Commission Reports**
City Council will discuss their participation on the various boards and commissions on which they serve.
- III. **City Manager' Choice.**
 1. Budget Advisory Committee Clarification.
- IV. **City Attorney's Choice.**
- V. **Council Member's Choice.**



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council
THROUGH: Gary Sears, City Manager
FROM: Michael Flaherty, Deputy City Manager
DATE: March 19, 2014
SUBJECT: Citizen Survey

At the March 24th Study Session, we will discuss the Citizen Survey planned for 2014 and will seek final direction from City Council on the policy questions to be included in the survey.

As we discussed at the February 10 and March 3 Study Sessions, we will again use the standardized National Citizen Survey™ we used in 2007 and 2009, which is offered in partnership with the International City/County Management Association (ICMA) and the National League of Cities (NLC) and is administered through the National Research Center (NRC) in Boulder. The results will be compared to the results of our previous surveys, and because we are using the national survey template, NRC will also be able to provide normative comparisons with over 500 other cities in 45 states.

As this is a standardized survey (see the attached copy) the questions are set, but we will be able to customize the survey questions specifically to fit the City of Englewood. In addition, up to three objective policy questions may be added at no cost and an open-ended question will be added at a cost of \$1500.

In the two citizen surveys prior to 2009, we had included the open-ended question "What do you think will be the single most important issue facing the City of Englewood over the next 12 months?" Based on initial Council direction, this question will be asked again in 2014.

At Council's direction, we have contracted with NRC, and we need to get the policy questions finalized soon. The citizen survey will be mailed in May and results will be available by late July.

At Monday's Study Session, we would like to obtain feedback from Council on the draft policy questions. Based on the initial direction from City Council, staff has drafted two objective policy questions, as follows:

- 1) In order to help us determine the best way to share information with the community, please rank the following communication methods in order of effectiveness. (1 being most effective; 5 least effective)
 - a. City of Englewood website (www.engagewoodgov.org)
 - b. Print communications (i.e. *Englewood Citizen* newsletter)
 - c. Social media sites (like Facebook or Twitter)
 - d. Online newsletter or email
 - e. Public meetings

- 2) To what extent would you support or oppose a mill levy (property tax) increase to fund City infrastructure improvements in the following areas (1 being strongly supportive; 5 being least supportive)
 - a. Fire Department facilities and equipment
 - b. Police Department facilities and equipment
 - c. Parks, recreation and open space
 - d. Street and bridge rehabilitation and improvement
 - e. City buildings rehabilitation and improvement

A third question may be added at no additional cost, if Council would like feedback on other policy issues. Once we receive Council's feedback, City staff will work with NRC staff to refine each of these questions.

The basic cost of the National Citizen Survey™ is \$10,900. Adding the open-ended question mentioned above, the cost would increase by \$1,500. We have included \$15,000 in the 2014 City Council Budget for the survey.

Attachments: Sample 2014 Citizen Survey
Timeline for Citizen Survey

The XYZ of ABC 2014 Citizen Survey

Please complete this questionnaire if you are the adult (age 18 or older) in the household who most recently had a birthday. The adult's year of birth does not matter. Please select the response (by circling the number or checking the box) that most closely represents your opinion for each question. Your responses are anonymous and will be reported in group form only.

1. Please rate each of the following aspects of quality of life in ABC:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
ABC as a place to live	1	2	3	4	5
Your neighborhood as a place to live.....	1	2	3	4	5
ABC as a place to raise children	1	2	3	4	5
ABC as a place to work.....	1	2	3	4	5
ABC as a place to visit	1	2	3	4	5
ABC as a place to retire	1	2	3	4	5
The overall quality of life in ABC.....	1	2	3	4	5

2. Please rate each of the following characteristics as they relate to ABC as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Overall feeling of safety in ABC.....	1	2	3	4	5
Overall ease of getting to the places you usually have to visit.....	1	2	3	4	5
Quality of overall natural environment in ABC	1	2	3	4	5
Overall "built environment" of ABC (including overall design, buildings, parks and transportation systems).....	1	2	3	4	5
Health and wellness opportunities in ABC	1	2	3	4	5
Overall opportunities for education and enrichment.....	1	2	3	4	5
Overall economic health of ABC.....	1	2	3	4	5
Sense of community.....	1	2	3	4	5
Overall image or reputation of ABC	1	2	3	4	5

3. Please indicate how likely or unlikely you are to do each of the following:

	<i>Very likely</i>	<i>Somewhat likely</i>	<i>Somewhat unlikely</i>	<i>Very unlikely</i>	<i>Don't know</i>
Recommend living in ABC to someone who asks	1	2	3	4	5
Remain in ABC for the next five years	1	2	3	4	5

4. Please rate how safe or unsafe you feel:

	<i>Very safe</i>	<i>Somewhat safe</i>	<i>Neither safe nor unsafe</i>	<i>Somewhat unsafe</i>	<i>Very unsafe</i>	<i>Don't know</i>
In your neighborhood during the day.....	1	2	3	4	5	6
In ABC's downtown/commercial area during the day.....	1	2	3	4	5	6

5. Please rate each of the following characteristics as they relate to ABC as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Traffic flow on major streets	1	2	3	4	5
Ease of public parking.....	1	2	3	4	5
Ease of travel by car in ABC.....	1	2	3	4	5
Ease of travel by public transportation in ABC	1	2	3	4	5
Ease of travel by bicycle in ABC.....	1	2	3	4	5
Ease of walking in ABC	1	2	3	4	5
Availability of paths and walking trails	1	2	3	4	5
Air quality	1	2	3	4	5
Cleanliness of ABC.....	1	2	3	4	5
Overall appearance of ABC.....	1	2	3	4	5
Public places where people want to spend time	1	2	3	4	5
Variety of housing options	1	2	3	4	5
Availability of affordable quality housing	1	2	3	4	5
Fitness opportunities (including exercise classes and paths or trails, etc.)	1	2	3	4	5
Recreational opportunities.....	1	2	3	4	5
Availability of affordable quality food.....	1	2	3	4	5
Availability of affordable quality health care	1	2	3	4	5
Availability of preventive health services	1	2	3	4	5
Availability of affordable quality mental health care	1	2	3	4	5

6. Please rate each of the following characteristics as they relate to ABC as a whole:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Availability of affordable quality child care/preschool	1	2	3	4	5
K-12 education	1	2	3	4	5
Adult educational opportunities	1	2	3	4	5
Opportunities to attend cultural/arts/music activities	1	2	3	4	5
Opportunities to participate in religious or spiritual events and activities	1	2	3	4	5
Employment opportunities	1	2	3	4	5
Shopping opportunities	1	2	3	4	5
Cost of living in ABC	1	2	3	4	5
Overall quality of business and service establishments in ABC	1	2	3	4	5
Vibrant downtown/commercial area	1	2	3	4	5
Overall quality of new development in ABC	1	2	3	4	5
Opportunities to participate in social events and activities	1	2	3	4	5
Opportunities to volunteer	1	2	3	4	5
Opportunities to participate in community matters	1	2	3	4	5
Openness and acceptance of the community toward people of diverse backgrounds	1	2	3	4	5
Neighborliness of residents in ABC	1	2	3	4	5

7. Please indicate whether or not you have done each of the following in the last 12 months.

	<i>No</i>	<i>Yes</i>
Made efforts to conserve water	1	2
Made efforts to make your home more energy efficient	1	2
Observed a code violation or other hazard in ABC (weeds, abandoned buildings, etc.)	1	2
Household member was a victim of a crime in ABC	1	2
Reported a crime to the police in ABC	1	2
Stocked supplies in preparation for an emergency	1	2
Campaigned or advocated for an issue, cause or candidate	1	2
Contacted the XYZ of ABC (in-person, phone, email or web) for help or information	1	2
Contacted ABC elected officials (in-person, phone, email or web) to express your opinion	1	2

8. In the last 12 months, about how many times, if at all, have you or other household members done each of the following in ABC?

	<i>2 times a week or more</i>	<i>2-4 times a month</i>	<i>Once a month or less</i>	<i>Not at all</i>
Used ABC recreation centers or their services	1	2	3	4
Visited a neighborhood park or XYZ park	1	2	3	4
Used ABC public libraries or their services	1	2	3	4
Participated in religious or spiritual activities in ABC	1	2	3	4
Attended a XYZ-sponsored event	1	2	3	4
Used bus, rail, subway or other public transportation instead of driving	1	2	3	4
Carpooled with other adults or children instead of driving alone	1	2	3	4
Walked or biked instead of driving	1	2	3	4
Volunteered your time to some group/activity in ABC	1	2	3	4
Participated in a club	1	2	3	4
Talked to or visited with your immediate neighbors	1	2	3	4
Done a favor for a neighbor	1	2	3	4

9. Thinking about local public meetings (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood watch, etc.), in the last 12 months, about how many times, if at all, have you or other household members attended or watched a local public meeting?

	<i>2 times a week or more</i>	<i>2-4 times a month</i>	<i>Once a month or less</i>	<i>Not at all</i>
<u>Attended</u> a local public meeting	1	2	3	4
<u>Watched</u> (online or on television) a local public meeting	1	2	3	4

The XYZ of ABC 2014 Citizen Survey

10. Please rate the quality of each of the following services in ABC:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
Police/Sheriff services.....	1	2	3	4	5
Fire services.....	1	2	3	4	5
Ambulance or emergency medical services	1	2	3	4	5
Crime prevention.....	1	2	3	4	5
Fire prevention and education.....	1	2	3	4	5
Traffic enforcement.....	1	2	3	4	5
Street repair.....	1	2	3	4	5
Street cleaning.....	1	2	3	4	5
Street lighting.....	1	2	3	4	5
Snow removal.....	1	2	3	4	5
Sidewalk maintenance.....	1	2	3	4	5
Traffic signal timing.....	1	2	3	4	5
Bus or transit services.....	1	2	3	4	5
Garbage collection.....	1	2	3	4	5
Recycling.....	1	2	3	4	5
Yard waste pick-up.....	1	2	3	4	5
Storm drainage.....	1	2	3	4	5
Drinking water.....	1	2	3	4	5
Sewer services.....	1	2	3	4	5
Power (electric and/or gas) utility.....	1	2	3	4	5
Utility billing.....	1	2	3	4	5
XYZ parks.....	1	2	3	4	5
Recreation programs or classes.....	1	2	3	4	5
Recreation centers or facilities.....	1	2	3	4	5
Land use, planning and zoning.....	1	2	3	4	5
Code enforcement (weeds, abandoned buildings, etc.).....	1	2	3	4	5
Animal control.....	1	2	3	4	5
Economic development.....	1	2	3	4	5
Health services.....	1	2	3	4	5
Public library services.....	1	2	3	4	5
Public information services.....	1	2	3	4	5
Cable television.....	1	2	3	4	5
Emergency preparedness (services that prepare the community for natural disasters or other emergency situations).....	1	2	3	4	5
Preservation of natural areas such as open space, farmlands and greenbelts.....	1	2	3	4	5
ABC open space.....	1	2	3	4	5
XYZ-sponsored special events.....	1	2	3	4	5
Overall customer service by ABC employees (police, receptionists, planners, etc.).....	1	2	3	4	5

11. Overall, how would you rate the quality of the services provided by each of the following?

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The XYZ of ABC.....	1	2	3	4	5
The Federal Government.....	1	2	3	4	5

12. Please rate the following categories of ABC government performance:

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Don't know</i>
The value of services for the taxes paid to ABC.....	1	2	3	4	5
The overall direction that ABC is taking.....	1	2	3	4	5
The job ABC government does at welcoming citizen involvement.....	1	2	3	4	5
Overall confidence in ABC government.....	1	2	3	4	5
Generally acting in the best interest of the community.....	1	2	3	4	5
Being honest.....	1	2	3	4	5
Treating all residents fairly.....	1	2	3	4	5

13. Please rate how important, if at all, you think it is for the ABC community to focus on each of the following in the coming two years:

	<i>Essential</i>	<i>Very important</i>	<i>Somewhat important</i>	<i>Not at all important</i>
Overall feeling of safety in ABC.....	1	2	3	4
Overall ease of getting to the places you usually have to visit.....	1	2	3	4
Quality of overall natural environment in ABC.....	1	2	3	4
Overall "built environment" of ABC (including overall design, buildings, parks and transportation systems).....	1	2	3	4
Health and wellness opportunities in ABC.....	1	2	3	4
Overall opportunities for education and enrichment.....	1	2	3	4
Overall economic health of ABC.....	1	2	3	4
Sense of community.....	1	2	3	4

xx. Custom Question #1
 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1
 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1 Custom Question #1
 Custom Question #1 Custom Question #1
 Scale point 1 Scale point 2 Scale point 3 Scale point 4 Scale point 5

xx. Custom Question #2
 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2
 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2 Custom Question #2
 Custom Question #2 Custom Question #2
 Scale point 1 Scale point 2 Scale point 3 Scale point 4 Scale point 5

xx. Custom Question #3
 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3
 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3 Custom Question #3
 Custom Question #3 Custom Question #3
 Scale point 1 Scale point 2 Scale point 3 Scale point 4 Scale point 5

xx. OPTIONAL [See Worksheets for details and price of this option] Open-Ended Question Open-Ended Question
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 Ended Question

The XYZ of ABC 2014 Citizen Survey

Our last questions are about you and your household. Again, all of your responses to this survey are completely anonymous and will be reported in group form only.

D1. How often, if at all, do you do each of the following, considering all of the times you could?

	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
Recycle at home.....	1	2	3	4	5
Purchase goods or services from a business located in ABC.....	1	2	3	4	5
Eat at least 5 portions of fruits and vegetables a day.....	1	2	3	4	5
Participate in moderate or vigorous physical activity.....	1	2	3	4	5
Read or watch local news (via television, paper, computer, etc.).....	1	2	3	4	5
Vote in local elections.....	1	2	3	4	5

D2. Would you say that in general your health is:

- Excellent Very good Good Fair Poor

D3. What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:

- Very positive Somewhat positive Neutral Somewhat negative Very negative

D4. What is your employment status?

- Working full time for pay
 Working part time for pay
 Unemployed, looking for paid work
 Unemployed, not looking for paid work
 Fully retired

D5. Do you work inside the boundaries of ABC?

- Yes, outside the home
 Yes, from home
 No

D6. How many years have you lived in ABC?

- Less than 2 years 11-20 years
 2-5 years More than 20 years
 6-10 years

D7. Which best describes the building you live in?

- One family house detached from any other houses
 Building with two or more homes (duplex, townhome, apartment or condominium)
 Mobile home
 Other

D8. Is this house, apartment or mobile home...

- Rented
 Owned

D9. About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)?

- Less than \$300 per month
 \$300 to \$599 per month
 \$600 to \$999 per month
 \$1,000 to \$1,499 per month
 \$1,500 to \$2,499 per month
 \$2,500 or more per month

D10. Do any children 17 or under live in your household?

- No Yes

D11. Are you or any other members of your household aged 65 or older?

- No Yes

D12. How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)

- Less than \$25,000
 \$25,000 to \$49,999
 \$50,000 to \$99,999
 \$100,000 to \$149,999
 \$150,000 or more

Please respond to both questions D13 and D14:

D13. Are you Spanish, Hispanic or Latino?

- No, not Spanish, Hispanic or Latino
 Yes, I consider myself to be Spanish, Hispanic or Latino

D14. What is your race? (Mark one or more races to indicate what race you consider yourself to be.)

- American Indian or Alaskan Native
 Asian, Asian Indian or Pacific Islander
 Black or African American
 White
 Other

D15. In which category is your age?

- 18-24 years 55-64 years
 25-34 years 65-74 years
 35-44 years 75 years or older
 45-54 years

D16. What is your sex?

- Female Male

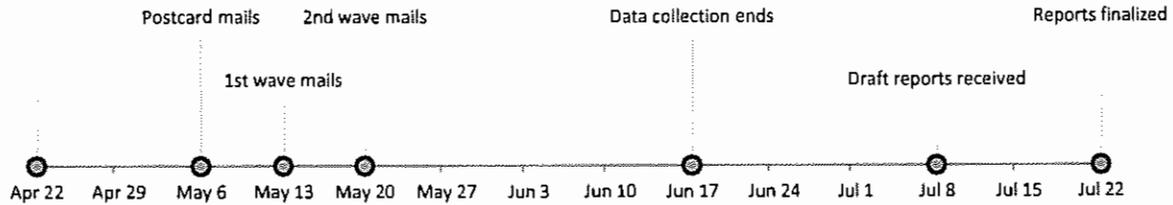
D17. Do you consider a cell phone or land line your primary telephone number?

- Cell Land line Both

Thank you for completing this survey. Please return the completed survey in the postage-paid envelope to: National Research Center, Inc., PO Box 549, Belle Mead, NJ 08502

Timeline for The National Citizen Survey™

Finalize survey materials



Item	Date
Preparing for the Survey	
⊙ The NCS survey process is initiated upon receipt of your enrollment form and first payment	Mar 18
← NRC emails you information to customize The NCS	Mar 18
→ Due to NRC: Selection of add-on options	Apr 1
→ Due to NRC: Drafts of the optional custom questions to be included in the survey	Apr 1
→ Due to NRC: Zip code information and GIS boundary data	Apr 8
→ Due to NRC: Additional payment for add-on options	Apr 15
⊙ NRC finalizes the survey instrument and mailing materials and sends .pdf samples for your records	Apr 22
⊙ NRC generates the sample of households in your community	Apr 15 to Apr 22
⊙ NRC prints materials and prepares mailings	Apr 29
→ Due to NRC: Selection of custom benchmark profile(s) (if custom benchmark add-on selected)	Apr 29
Conducting the survey	
⊙ Survey materials are mailed	May 6 to May 20
⊙ Prenotification postcards sent	May 6
⊙ 1st wave of surveys sent	May 13
⊙ 2nd wave of surveys sent	May 20
⊙ Data collection: surveys received and processed for your community	May 13 to Jun 17
During this time, you will receive postcards that were undeliverable due to bad addresses, or vacant housing units. This is normal. Please count all the postcards, as we will subtract the number of returned postcards from the total number mailed to estimate the number of "eligible" households in calculating the final response rate.	
→ Due to NRC: Final count of returned postcards	Jun 17
⊙ Survey analysis and report writing	Jun 17 to Jul 8
During this time, NRC will process the surveys, perform the data analysis, and produce a draft report for your community. The report of results will contain a description of the methodology, information on understanding the results, and graphs and tables of your results, as well as a description of NRC's database of normative data from across the U.S. and actual comparisons to your results, where appropriate.	
← NRC emails draft report (in PDF format) to you along with invoice for balance due on The NCS Basic Service and any additional add-on options	Jul 8
→ Due to NRC: community feedback on the draft report (most final reports are identical to the draft reports, except being labeled as final instead of draft)	Jul 15
← NRC emails final report and data file to you	Jul 22

Legend

← Indicates when items from NRC are due to you → Indicates when items from you are due to NRC ⊙ Indicates information items



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council
FROM: Gary Sears, City Manager
DATE: March 20, 2014
SUBJECT: Distribution of Information Regarding Financial Documents

Dear Mayor and Members of the Englewood City Council,

At this week's Budget Advisory Committee on March 18, 2014, the issue was raised regarding the timing of various reports and budgetary information to the Committee, prior to City Council review. A copy of Ordinance 16, adopted last year regarding the establishment of the committee which references our financial forecasting and budgetary guideline reports is attached.

Staff has been working on finalizing our "five year forecast for General Fund Revenues and Expenditures report" and there appears to be a conflict between what the ordinance says and our procedures regarding distribution of information. The ordinance states that "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." However, the ordinance does not specify the type of forecasting to be reviewed by the committee.

Staff has prepared a five year financial projection for presentation to City Council on April 28, 2014. Our current practice is to provide City Council with this financial and budget information prior to distributing this information to others which would include the Budget Advisory Committee. At the Budget Advisory Committee meeting on Tuesday, March 18, 2014, the issue was raised about the timing for distribution of the 2015 budget forecasting information along with the budget guidelines and the Budget Advisory Committee's ability to accomplish their stated duties in a timely fashion. Due to the conflicting language in the ordinance and with our practice of providing Council budgetary information first, staff is asking for a clarification from City Council about when the forecasts, budgetary guidelines or other sensitive financial information should be released to the Budget Advisory Committee.

Mayor Pro Tem Linda Olson indicated at the meeting that we could focus attention on these issues under Boards and Commission's reports, scheduled for the Study Session on Monday, March 24, 2014.

A copy of this letter will be provided to the members of the Budget Advisory Committee and some of the members of the Committee may be in attendance at next Monday evening's meeting.

CC: Budget Advisory Committee Members

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.

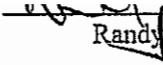
Read by title and passed on final reading on the 20th day of May, 2013.

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

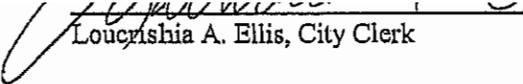
Published by title on the City's official website beginning on the 22nd day of May, 2013 for thirty (30) days.

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

ATTEST: 

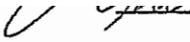


Randy P. Penn, Mayor



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 passed on final reading and published by title as Ordinance No. 16, Series of 2013. 



Loucrishia A. Ellis