

# General Government

## About General Government

General Government includes charges for Legislative Services (Mayor and City Council), City Attorney services and Central Charges. Central Charges encompasses overall City expenses including medical, dental, life and disability insurance for General Fund employees, Property/Casualty and Workers Compensation premiums and expenditures of Citywide general operations.

The City of Wheat Ridge operates under a Council-manager form of government. This form of home-rule City operates with a City Council as a policy body and a City Manager as the chief executive-administrative officer of City government. In the Council-Manager form of government, the Council is the governing body of the City elected by the public, and the Manager is hired by Council to carry out the policies it establishes. The Council consists of eight members and an elected Mayor. The Council provides legislative direction while the Manager is responsible for day-to-day administrative operation of the City based on the Council's recommendations. The Mayor and Council as a collegial body are responsible for setting policy and approving the budget. The Manager serves as the Council's chief advisor. Managers also serve at the pleasure of the Council and are responsible for preparing the budget, directing day-to-day operations, and hiring and firing personnel.

### 2011 Budget Highlights

To focus on the Mayor and City Council's key strategic prioritized goals of:

1. Financially Sound City Providing Quality Services
2. Choice of Desirable Neighborhoods
3. Economically Viable Activity Centers
4. More Attractive Wheat Ridge



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GOVERNMENT**

**Legislative Services**

City Attorney

Central Charges



**DID YOU KNOW**

*As part of the Strategic Planning, Council held a Citizen Summit to share ideas and focus on specific challenges and opportunities facing the City over the next five years?*

## Legislative Services

### Overview

- Comprised of the Mayor and eight Council Members; two Council members representing each geographic Council District
- Serve as the legislative and policy-making body of the City of Wheat Ridge in a Council-Manager form of government
- Adopt laws, ordinances and resolutions
- Appoint City Manager, City Attorney and Municipal Court Judges
- Appoint members of the community to City Board and Commissions and encourage community outreach and involvement
- Hold regular, special and study session public meetings
- Signs all official documents and agreements on behalf of the City

### 2010 Achievements

- Developed 2010 – 2015 Strategic Goals
- Strengthened relationship with Boards, Commissions and regional partners through increased interaction and communication
- Participated in training, professional development, and networking opportunities
- Continued to facilitate a strong partnership between the City and Community

### 2011 Objectives

- Maintain focus on redevelopment projects for growth and opportunity
- Continue to encourage transparency and public involvement through regular meetings, district meetings, Boards and Commissions and open house meetings
- Maintain focus on creating a sustainable City government through responsible allocation of revenues
- Update and prioritize the Strategic Plan goals and objectives

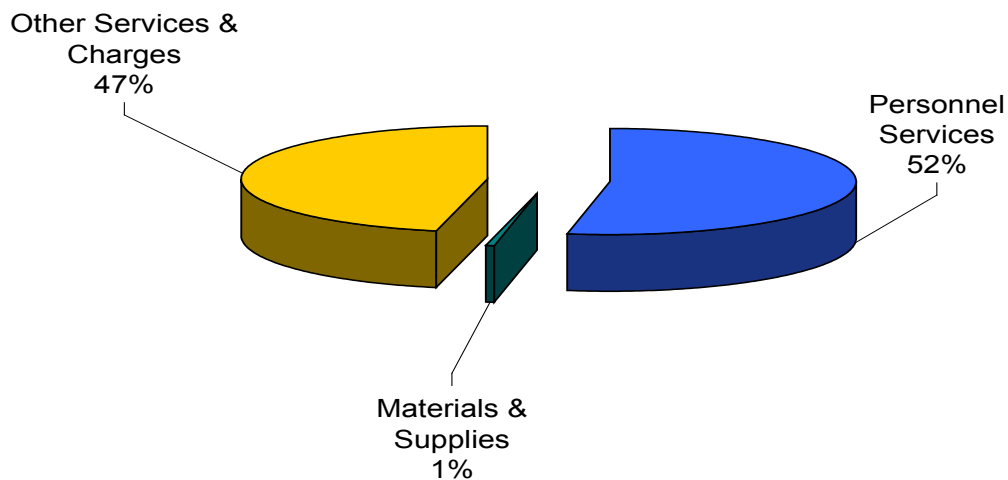
# Legislative Services

## Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
Mayor - 1 position	Elected	Elected	Elected	Elected
Council Member - 8 positions	Elected	Elected	Elected	Elected
Administrative Assistant	0	1	1	1
	0	1	1	1

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$156,814	\$159,359	\$159,359	\$159,811
Materials & Supplies	\$1,164	\$1,550	\$1,550	\$1,550
Other Services & Charges	\$101,079	\$167,066	\$165,566	\$141,221
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$259,057</b>	<b>\$327,975</b>	<b>\$326,475</b>	<b>\$302,582</b>

**Total 2011 Budget by Object**



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*DID YOU KNOW*

*The City Attorney advises City Officials on how to respond to requests under the Colorado Open Records Act?*

## City Attorney

### Objectives

- Counsel and advise the City Council, City Manager, Boards and Commissions, and Department Directors on the legal implications of policy and administrative decisions
- Represent City Liquor Authority
- Determine legal means to implement City policies
- Represent the City in litigation in state and federal courts and before local and state administrative agencies
- Prepare and review City ordinances, contracts and intergovernmental agreements
- Conduct legal trainings and other education programs related to compliance with the Charter and Code of Laws
- Facilitate Council review of work performance of City Manager and Municipal Judge

### 2010 Achievements

- Provided training for Planning Commission
- Created numerous ordinances, including compliance with new state legislative mandates
- Prepared legal memoranda on request
- Advised City officials and staff on requirements of Election Laws relating to proposed Charter amendments
- Facilitated Council's regular annual review of the City Manager
- Facilitated and drafted employment contract for new City Manager
- Provided legal advice to all City Departments on contracting issues, to Human Resources on personnel matters, and to the Police Department on intergovernmental agreements and new legislation
- Assisted in developing City position on medical marijuana
- Conducted hearings on sales tax appeals
- Drafted numerous intergovernmental agreements and contracts
- Prosecuted enforcement of sales tax and Liquor Authority cases

### 2011 Objectives

- Provide legal services within budget
- Conduct training for Planning Commission and Board of Adjustment
- Provide legal advice as needed regarding the Cabela's development
- Conduct training on key legal issues affecting Council actions, including quasi-judicial actions, ex-parte contacts, and conflicts of interest
- Assist with implementation of Neighborhood Revitalization Project
- Facilitate annual review of the City Manager
- Supervise the work of the Municipal Court Prosecutor and facilitate biannual review of the Municipal Judge

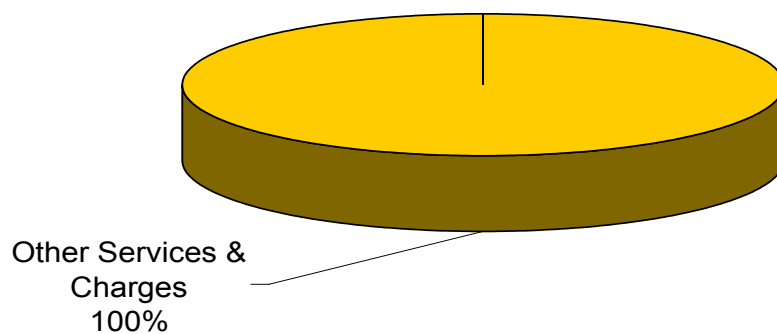
# City Attorney

## Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
City Attorney	Contracted	Contracted	Contracted	Contracted
	Contracted	Contracted	Contracted	Contracted

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0
Other Services & Charges	\$249,476	\$264,000	\$264,000	\$258,000
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$249,476</b>	<b>\$264,000</b>	<b>\$264,000</b>	<b>\$258,000</b>

**Total 2011 Budget by Object**



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## Central Charges

### Overview

- Reflects medical, dental, life and disability insurance benefits for employees budgeted in the General Fund
- Oversee expenditures of Citywide general operation items including but not limited to postage and delivery services, photocopy and printing expenses, telephone expenses and office equipment maintenance
- Oversee the Property and Liability and the Workers Compensation programs



### *DID YOU KNOW*

*The City received over \$86,000 in reductions to workers' compensation and property/casualty insurance premiums for 2010 due to its equity credits for being a long-term member of CIRSA?*

# Central Charges

## Staffing and Financial Summary

	2008 Authorized	2009 Authorized	2010 Authorized	2011 Authorized
No Positions Authorized	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	2009 Actual	2010 Adjusted	2010 Estimated	2011 Adopted
Personnel Services	\$1,689,287	\$1,822,152	\$1,835,749	\$2,223,542
Materials & Supplies	\$104,853	\$84,000	\$67,617	\$55,500
Other Services & Charges	\$526,367	\$548,205	\$467,132	\$562,461
Capital Outlay	\$29,848	\$6,014	\$6,014	\$0
<b>TOTAL</b>	<b>\$2,350,355</b>	<b>\$2,460,371</b>	<b>\$2,376,512</b>	<b>\$2,841,503</b>

### Total 2011 Budget by Object

