

# 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.

### 2008 Budget Highlights

- City sponsorship to Jefferson Symphony Orchestra concert
- Town Open House
- City Council lobbying program
- Visioning and Strategic Planning
- Implementation of New City Logo



**GENERAL  
GOVERNMENT**

**Legislative Services**

City Attorney

General Charges



**DID YOU KNOW**

*A group of representative citizens, as members of the D.I.R.T. (Drainage, Infrastructure, Roads & Trails) Task Force, provided prioritization and advised Council on future capital improvement projects.*

## Legislative Services

### Overview

- Comprised of the Mayor and eight (8) 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.
- Mayor signs all official documents and agreements on behalf of the City.

### 2007 Achievements

- Continued to encourage public involvement through regular meetings, district meetings, Boards and Commissions, Open House Meetings, and a Town Meeting.
- Maintained focus on creating a sustainable city government through responsible allocation of revenues.
- Updated and prioritized the Strategic Plan goals and objectives.
- Maintained focus on redevelopment opportunities.
- Adopted Wadsworth Corridor Sub-Area Plan and Northwest Subarea Plan.
- Approved the Bike & Pedestrian Route Master Plan.

### 2008 Objectives

- Maintain Vision and Strategic Plan process goals and objectives.
- Continue funding of Wheat Ridge 2020 in support of its revitalization efforts.
- Secure alternative sources of revenue.
- Strengthen relationship with Board and Commissions and regional partners through more interaction and communication.
- Participate in training, professional development, and networking opportunities.
- Continue to facilitate a strong partnership between the City and community.
- Continue progress on Wadsworth corridor redevelopment with CDOT.

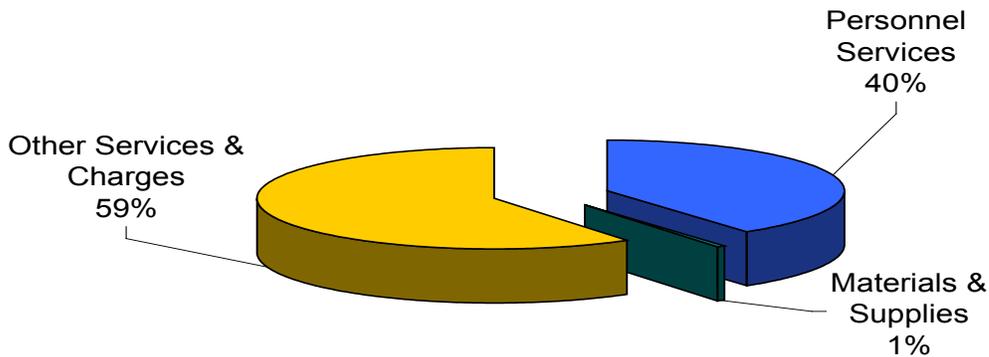
# Legislative Services

## Staffing and Financial Summary

	2005 Authorized	2006 Authorized	2007 Authorized	2008 Adopted
Mayor - 1 position	Elected	Elected	Elected	Elected
Council Member - 8 positions	Elected	Elected	Elected	Elected
	Elected	Elected	Elected	Elected

	2006 Actual	2007 Adjusted	2007 Estimated	2008 Adopted
Personnel Services	\$72,857	\$98,682	\$98,857	\$97,857
Materials & Supplies	\$1,220	\$1,550	\$1,550	\$1,550
Other Services & Charges	\$139,256	\$136,192	\$136,017	\$145,865
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$213,333</b>	<b>\$236,424</b>	<b>\$236,424</b>	<b>\$245,272</b>

### Total 2008 Budget by Object



**GENERAL  
GOVERNMENT**

Legislative Service

**City Attorney**

Central Charges



*DID YOU KNOW*

*The City Attorney advised and assisted in the development of the Longs Peak Metro District which will serve the Cabela's retail site.*

## 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.

### 2007 Achievements

- Completed and revised, as needed, agreements for infrastructure improvements and related aspects of the Cabela's project.
- Created numerous ordinances on request, including compliance with new state legislative mandates.
- Defended litigation involving the City, including Jolly Rancher and Olinger litigation; briefed Viacom litigation at the Court of Appeals.
- Facilitated Council's regular annual review of the City Manager.
- Provided legal advice to all City Departments on contracting issues, and to Human Resources on personnel matters.
- Conducted training for Board of Adjustment & Planning Commission.
- Conducted hearings of sales tax appeals.
- Drafted numerous intergovernmental agreements and contracts.
- Prosecuted enforcement of sales tax and Liquor Authority cases.
- Drafted and trained for implementation of administrative process ordinance.

### 2008 Objectives

- Provide legal services within budget.
- Conduct regular training for members of Planning Commission and Board of Adjustment.
- Continue to provide legal advice as needed regarding the Cabela's development.
- Conduct Council training on key legal issues affecting Council actions, including quasi-judicial actions, ex-parte contacts, and conflicts of interest.
- Continue to assist with implementation of Neighborhood Revitalization Project.

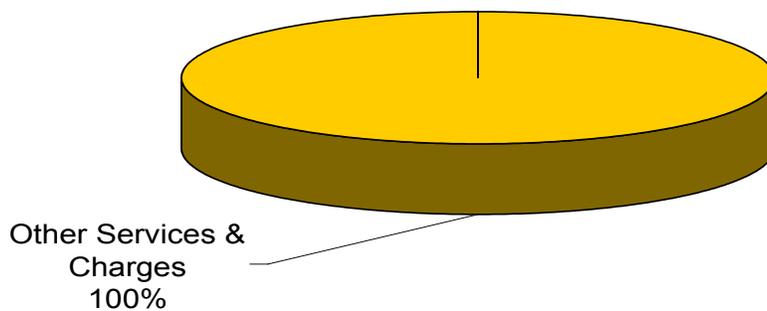
# City Attorney

## Staffing and Financial Summary

	2005 Authorized	2006 Authorized	2007 Authorized	2008 Adopted
City Attorney	Contracted	Contracted	Contracted	Contracted
	Contracted	Contracted	Contracted	Contracted

	2006 Actual	2007 Adjusted	2007 Estimated	2008 Adopted
Personnel Services	\$0	\$0	\$0	\$0
Materials & Supplies	\$0	\$0	\$0	\$0
Other Services & Charges	\$277,891	\$289,500	\$289,500	\$297,500
Capital Outlay	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$277,891</b>	<b>\$289,500</b>	<b>\$289,500</b>	<b>\$297,500</b>

**Total 2008 Budget by Object**



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**Central Charges**



*DID YOU KNOW*

*The City received a reduction in both Property/Casualty and Workers Compensation premiums for 2008 due in part to training and awareness programs.*

## 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.
- Provide funding for Employee Safety Committee to provide loss control and safety programs for all city employees
- Work with the Employee Wellness Committee to administer a Wellness Program.

### 2007 Achievements

- Monitored citywide general operation expenditures.
- Conducted several Wellness Program events.
- Completed third year of Safety Recognition Program to assist in raising awareness of safety issues, reduce employee accidents and injuries and instill proactive behaviors that create a safe working culture.
- Second year of exemption from CIRSA Loss Control Standards audit due to exceptional rating on audits and loss ratios for the previous years.
- Conducted safety training opportunities to all City staff members.
- Continued development of Facility Evacuation Plan for all city facilities.
- Revised accident reporting forms and process.

### 2008 Objectives

- Continue further development of the Wellness Program into a more comprehensive and extensive Wellness and Fitness Program.
- Implement Facility Evacuation Plan for all city facilities.
- Continue monitoring citywide general operation expenditures.
- Administer and monitor citywide medical and dental expenses.

# Central Charges

## Staffing and Financial Summary

	2005 Authorized	2006 Authorized	2007 Authorized	2008 Adopted
No Positions Authorized	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	2006 Actual	2007 Adjusted	2007 Estimated	2008 Adopted
Personnel Services	\$1,827,048	\$1,933,281	\$1,869,749	\$2,064,896
Materials & Supplies	\$97,589	\$85,000	\$90,366	\$95,000
Other Services & Charges	\$504,046	\$503,017	\$513,116	\$600,340
Capital Outlay	\$48,237	\$102,000	\$101,000	\$65,000
<b>TOTAL</b>	<b>\$2,476,920</b>	<b>\$2,623,298</b>	<b>\$2,574,231</b>	<b>\$2,825,236</b>

### Total 2008 Budget by Object

