

M E M O R A N D U M

TO: Honorable Chair and Members of the Board of County Commissioners

FROM: Joe Kerby, County Manager

RE: Policy Part 2, Chapter 2, Section 22 - Budget Retention Advisory Committee - and Part 2, Chapter 2, Section 1 – Boards & Commissions Appointment Policy - Strategy Planning and Analysis

Date: 4/8/2025

Staff Recommendation:

WHEREAS, on November 5, 2024, Jefferson County voters approved Ballot Measure 1A which allowed the county to retain revenue to help fund public safety and transportation infrastructure needs, and

WHEREAS, the Commissioners desire and the Ballot Measure required a citizens advisory committee be established to review annually the resulting revenue and earnings, and

WHEREAS, appointments to the County Board and Commission are governed by the existing Boards and Commissions Appointments Policy and membership and responsibilities are governed by the committee's own policy.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Jefferson County, that the Boards and Commissions Appointments Policy be amended to establish 3-year terms and 3 term limits and a new policy, the Budget Retention Advisory Committee Policy, attached hereto become effective April 8, 2025.

Resolution No: CC25-099

Background: In a February 11, 2025, Work Session, the Board of County

Commissioners (BCC) directed Strategy, Innovation & Finance (SIF) staff to set up a citizen advisory committee to revenue retained as a result of 2024 Ballot Measure 1A.

The attached proposed policy details staff's recommendations regarding the formation of this Budget Retention Advisory Committee (BRAC). The Budget Retention Internal Steering Committee (BRISC), which the board directed staff to form, developed these recommendations.

The policy establishes how the BRAC will be formed and operated as follows:

- Membership: 7-9 members, with preference for odd number.
- Appointments to the BRAC will be made by the BCC
- The BRAC will meet a minimum of two times per year, but with the ability to add more meetings as desired.
- Staff liaisons will be the BRISC Facilitator (Mike Smith) and SIF Executive Assistant (Amy Smith).

Additionally, the Boards and Commissions Appointments Policy has been amended to set the terms for the BRAC members.

- 3 years with maximum of three terms. (Initial appointments will be for shortened terms to enable staggering of terms).

Fiscal Impact: No fiscal impact

BCC Briefing Presented on: 3/25/2025

Originator: Kate Newman/Mike Smith

Distribution: Dan Conway, Carey Markel