

ADD ON

Meeting Date
08/04/2015



AGENDA	
Section	New Business
Item No.	VI E 3

AGENDA REPORT

BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval, re: Amended Citizens Budget Review Resolution
DEPT/OFFICE:	County Manager's Office

Requested Action:

It is requested that the Board of County Commissioners approve an amended resolution for the Citizens Budget Review Committee.

Summary Explanation & Background:

The Board of County Commissioners directed the County Manager to make revisions to Resolution No. 05-120 regarding the Citizens Budget Review Committee.

The revisions and amendments are as follows.

- The requirement to have a representative from each Commission District is eliminated.
- Clarifies that the Committee will operate under Robert's Rules of Order.
- The County Manager is added as an Ex Officio member of the Committee.
- The process and timeline for recommendations to the Board of County Commissioners.

Contact: Stockton Whitten, Stockton.whitten@brevardcounty.us; 633-2001

Clerk to the Board instruction:

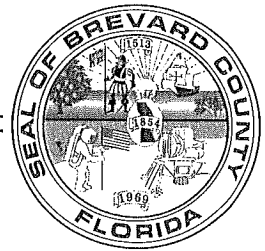
Exhibits Attached: Resume

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager

Stockton Whitten

Department Director / Extension



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

August 5, 2015

MEMORANDUM

TO: Stockton Whitten, County Manager

RE: Item VI.E.3., Resolution Amending Citizens Budget Review Resolution No. 05-120

The Board of County Commissioners, in regular session on August 4, 2015, adopted Resolution No. 15-121, amending Resolution No. 05-120 for the Citizens Budget Review Committee. Enclosed is a certified copy of the Resolution.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge

Tammy Etheridge, Deputy Clerk

/af

Encl. (1)

Resolution 15-121

Whereas, the Board of County Commissioners believes that citizen involvement in the budget process is important for transparent government; and

Whereas, the Board of County Commissioners believes that citizens who possess a broad range of expertise and experience, and are representative of the entire community will provide the most balanced perspective and overview of the County's budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, AS FOLLOWS:

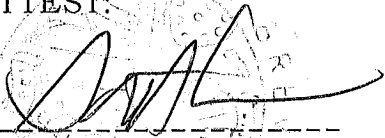
1. The Citizen Budget Review Committee (CBRC) shall be comprised of one appointee from each County Commissioner. Each appointee shall serve a one-year term.
2. The CBRC will operate under Robert's Rules of Order.
3. The County Manager shall be an ex officio member of the committee.
4. The CBRC shall have as its primary goal assisting the Board of County Commissioners in reviewing the proposed Brevard County Government budget to ensure it is consistent with the Board's goals and priorities; and that those goals and priorities are being met in the most cost efficient and effective manner.
5. In making recommendations and/or comments on proposed revenues and expenditures, the CBRC should make every effort to do so prior to the tentative millage hearing.
6. Annually the CBRC shall
 - (a.) Elect a Chairman and Vice-Chairman.
 - (b.) Establish a meeting schedule.
 - (c.) Update itself on the goals, priorities, needs, initiatives and activities of the Board and Brevard County Government that may affect development of the budget.
 - (d.) Update itself on State and Federal issues and/or legislative proposals that may affect development of the budget.
 - (e.) The CBRC will present its recommendations to the Board of County Commissioners prior to the tentative millage hearing;

prior to the first budget hearing; and prior to the final budget hearing. In the event there is not unanimous support for the recommendations, the minority members shall have equal time to present a "Minority Report".

8. As designated by the County Manager, the CBRC shall have assistance of such County staff as necessary to perform its assigned duties.

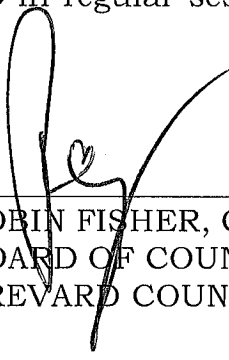
DONE, ORDERED, AND ADOPTED in regular session, this 4th day of August 2015.

ATTEST:



SCOTT ELLIS, CLERK

(S E A L)



ROBIN FISHER, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA

Approved by the Board: 08-04-2015



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

January 22, 2015

MEMORANDUM

TO: Stockton Whitten, County Manager

RE: Item VIII.F., Citizen Budget Review Committee Process

The Board of County Commissioners, in regular session on January 6, 2015, directed you to encourage the Citizen Budget Review Committee Members to sit in on the Budget Workshops; and directed you to make revisions to Resolution No. 05-120, regarding increasing the membership of the Citizen Budget Review Committee and making the process more clear.

Your continued cooperation is greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge

Tammy Etheridge, Deputy Clerk

05-120

RESOLUTION NO. 05-120

WHEREAS, the Board of County Commissioners desires to bring to the budget process a broad range of expertise as well as views of the community at large; and

WHEREAS, a Citizens Budget Review Committee consisting of members of the Brevard County community would allow for additional, detailed review of the budget, the budget process, and any and all elements supporting budget entries by the citizenry.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, as follows:

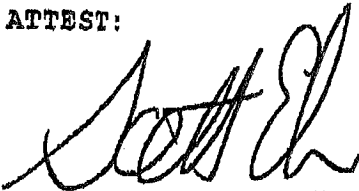
1. The Citizen Budget Review Committee (CBRC) shall be comprised of one appointee from each County Commission District to be appointed by each County Commissioner. Each appointee shall serve a one-year term.
2. The CBRC can attend with the Board of County Commissioners the budget workshops and may attend briefings. Committee members may submit questions and recommendations to their appointing Commissioner.
3. The CBRC may provide reports of its recommendations to the Board prior to the tentative millage hearing.
4. Detail review of the Budget may necessitate the CBRC to review and understand the following areas: Departmental Organization Charts; Position Descriptions; Authorized and Filled Positions; Budgets and Financial Reports; Strategic and Operational Plans and Goals; the accomplishment of established objectives and goals; use of resources; Routine Management Operating Reports; and Departmental Procedures and documents utilized.
5. Annually the CBRC shall elect a Chair and Vice Chair; establish a meeting schedule; update itself on the initiatives and activities of the Board and County Government that may affect development of the budget; update itself on federal and State issues that may affect development of the budget; and establish a work/review plan for examining the proposed County government budget.
6. As provided for in the Board prior Resolutions, Sunset Review of programs, services, Ordinances, and Regulations, the CBRC may review designated sunset review reports of County Departments and Offices.

7. The CBRC will aid the County Commission and its staff in identifying areas where improved productivity will result in resource reductions.

8. Subject to the requirements of the Florida Public Records Law, this resolution shall not be construed nor does the resolution authorize the CBRC to interview, interrupt or interfere with the responsibilities and job duties of county employees without the prior consent of the county manager.

DONE, ORDERED, AND ADOPTED, in regular session, this 8th
day of February, 2005.

ATTEST:



SCOTT ELLIS, CLERK



RON BRITCHARD, D.P.A., CHAIRMAN
BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA

(S E A L)