

### **2021-2022 Council Budget Decision Guidelines for BFM and Roundtable meetings**

- Gain consensus on budget decisions (new adds, rejection of executive proposed cuts, new cuts, expenditure restrictions, provisos) with the following guidelines:
  - o Reach consensus on concept and allow central and district staff to determine details;
  - o For a new add or rejection of an executive proposed cut, the author of the proposal must determine either a supporting revenue source or a new cut. For each roundtable, such proposals must be within the scope of the roundtable policy area; and
  - o If possible, avoid using General Fund's fund balance to support new adds or rejection of executive proposed cuts to maintain the 6% Ending Fund Balance.
- Include all BFM and Roundtable budget decisions in the Chair's Striking Amendment pending budget balancing.
- *Close* appropriation units where consensus has been reached on budget decisions and further public deliberation is no longer needed.
- Keep *Open* appropriation units that need further analysis and consensus has not been reached on budget decisions:
  - o Week 1: BFM – Any open appropriation units that align with a Roundtable policy area will be discussed during Week 2 Roundtables; all other open appropriation units that do not align with a Roundtable policy areas will be discussed during Week 3 BFM meetings;
  - o Week 2: Roundtable – Any remaining open appropriation units will be discussed during Week 3 BFM meetings; and
  - o Week 3: BFM – Any appropriation units that have not been closed may be further deliberated in a meeting of the BLT (Budget Leadership Team), to be formed by the BFM if needed.
- All councilmembers should actively participate with proposals given and decisions made at BFM and Roundtable meetings.
- Roundtable Co-leads should facilitate building of consensus on proposed budget decisions.