

SAMPLE
RESOLUTION/ORDINANCE TO ADOPT BUDGET

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION/AN ORDINANCE SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE _____

(unit of local government)

COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 20 __, AND ENDING ON THE LAST DAY OF DECEMBER, 20__.

WHEREAS, the _____ of _____ has appointed

(governing body)

(unit of government)

_____ to prepare and submit a proposed budget to said

(name and title of person)

governing body at the proper time; and

WHEREAS, _____ has submitted a proposed budget to this governing

(name and title of person)

body on _____, 20__, for its consideration, and;

(month and day)

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on _____, 20__, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE _____ of the

(governing body)

_____, Colorado:

(unit of government)

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the _____ for the year stated above.

(unit of government)

Section 2. That the budget hereby approved and adopted shall be signed by _____ and made a part of the public records of the County/City/

(title of officials required to sign)

Town/District.

ADOPTED, this _____ day of _____, A.D., 20__

Attest:

(Official's signature and title)

(Official's signature and title)