

# AGENDA ITEM SUMMARY

City Council



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## STAFF

Carrie Daggett, City Attorney  
Heather Walls, Interim City Clerk  
Rupa Venkatesh, Assistant City Manager

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## SUBJECT

**First Reading of Ordinance No. 076, 2024, Making Supplemental Appropriation for the Charter Review Council Priority from General Fund Reserves.**

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## EXECUTIVE SUMMARY

The purpose of this item is to appropriate funds to allow work to begin on the City Charter review process included in the Council-adopted Council priorities. The amount appropriated, \$25,000, will be used to fund special legal counsel with municipal charter expertise to take the lead on the review and drafting of Charter provisions to update and modernize the City Charter.

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## STAFF RECOMMENDATION

Staff recommends adoption of the Ordinance on First Reading.

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## BACKGROUND / DISCUSSION

On February 27, 2024, the Council adopted Resolution 2024-024, adopting a 2024-2026 Council Priority to modernize and update the City Charter, describing the goal of this work as follows:

**Modernize and Update the City Charter:**

Although small parts of the Charter get reviewed and updated on a regular basis, due to changes in state laws and election procedures, there is a need to modernize and update the City Charter, which has not been done in a comprehensive way in over 25 years.

The Council discussed this priority at the May 14 Work Session, and the following objectives were identified for this work:

1. Comprehensive review of City Charter to align with state law and legal developments;
2. Update language in Charter to be inclusive;
3. Focus on cleanup and modernization rather than policy changes;
4. Evaluate form and timing options for presenting updates to voters; and
5. Fresh look at how Charter language is presented for ease of reading and clarity.

While staff continues to monitor for legal developments that impact Charter language and identify changes that may be needed or beneficial, retaining a special legal counsel with expertise and experience working with municipal charters throughout Colorado will add a new perspective to the review and focus resources more intentionally and systematically. This review work is expected to take four to six months and initiating the work this summer will assure that any appropriate public outreach and consideration of potential Charter amendments by Council can be completed on a schedule that would allow for referral of Charter amendments to the November 2025 ballot.

The City Attorney will take the lead in arranging the outside legal resources and coordinating the work. City Clerk and City Manager staff will also be actively involved in the work. With this appropriation it is expected that initial work on the review would begin in July 2024.

Election-related Charter amendments have been considered and recommended by the Council Election Code Committee and are expected to be presented to Council for consideration and referred to the voters at a special election to be called for November 2024. Updating and modernizing the language of the provisions coming forward as part of that effort will be part of those proposed amendments.

### **CITY FINANCIAL IMPACTS**

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This appropriation will utilize \$25,000 in General Fund Reserves.

### **BOARD / COMMISSION / COMMITTEE RECOMMENDATION**

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None.

### **PUBLIC OUTREACH**

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None.

### **ATTACHMENTS**

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1. Ordinance for Consideration