

**Parks, Recreation and Cultural Services**  
**Memorandum #09-07**

**DATE:** May 14, 2009

**TO:** Honorable Mayor Kathleen M. Novak and City Council Members

**FROM:** William A. Simmons, City Manager *WAS*  
Amanda Peterson, Director for Parks, Recreation & Cultural Services *AP*

**SUBJECT:** CR-55 - Parks and Recreation Advisory Board Staggered Term Adjustment (Revised)

**RECOMMENDATION:** Attached to this memorandum is a Resolution, which, if approved, would adjust the current Ward II term on the Parks and Recreation Advisory Board from 3 years to 2 years. This action has been recommended by the Parks and Recreation Advisory Board, as well as staff, and would stagger the terms of each of the board positions, eliminating the likelihood that all of the positions on the board would be vacated within the same year.

**BACKGROUND:** In 2007, a recommendation was made by the City Attorney and staff that the terms for board positions on the Parks and Recreation Advisory Board be adjusted to re-establish staggered terms. On May 24, 2007, CR-40 was adopted by Council. CR-40 made adjustments to currently filled positions, as well as one open position in Ward II. Provisions within CR-40 indicated that this open position was to be filled for a 2 year term, rather than the standard 3 year term, in order to re-establish the appropriate staggering of terms.

On July 26, 2007, CR-70 erroneously appointed Brian Swinbank to the vacant Ward II position for a 3 year term, rather than the two year term that was decided upon with CR-40.

Mr. Swinbank has indicated his interest in being reappointed for a new 3 year term when his current term expires, a request for action which will be brought forward to Council in July of this year.

**BUDGET/TIME IMPLICATIONS:** There are no anticipated budgetary impacts that will result from any action taken regarding staggered terms for the Parks and Recreation Advisory Board. It is recommended that this action be taken prior to the new expiration date of Mr. Swinbank's term in July of this year.

**STAFF REFERENCE:** Please contact Amanda Peterson at [apeterson@northglenn.org](mailto:apeterson@northglenn.org) or by phone at 303.450.8950 for any further questions.

SPONSORED BY: MAYOR NOVAK

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-55  
Series of 2009

\_\_\_\_\_  
Series of 2009

A RESOLUTION AMENDING THE TERM OF THE WARD II MEMBER OF THE PARKS AND RECREATION ADVISORY BOARD

WHEREAS, City Council approved Resolution 07-36, Series of 2007, which re-implemented staggered terms for the Parks and Recreation Advisory Board members; and

WHEREAS, Pursuant to Resolution 07-36, the Ward II appointment in 2007 was to be for a term of two (2) years with all future appointments to be for a period of three (3) years; and

WHEREAS, Resolution 07-63, Series of 2007, appointed Brian Swinbank as the Ward II member to the Parks and Recreation Advisory Board, and incorrectly included a term of three (3) years; and

WHEREAS, City Council desires to correct the current term of the Ward II representative so that the membership terms remain staggered as provided by Resolution 07-36.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The term of Brian Swinbank, Ward II member of the Parks and Recreation Advisory Board, is hereby amended to a term of two (2) years, commencing July 26, 2007 and expiring on July 26, 2009.

DATED at Northglenn, Colorado, this \_\_\_\_ day of \_\_\_\_\_, 2009.

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KATHLEEN M. NOVAK  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

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COREY Y. HOFFMANN  
City Attorney