


CITY CLERK'S OFFICE MEMORANDUM
#18-04

DATE: July 9, 2018
TO: Honorable Mayor Carol Dodge and City Council Members
FROM: Johanna Small, City Clerk 
SUBJECT: CB-1912 – Citizens' Affairs Board Function

PURPOSE:

To amend Chapter 2, Article 12 of the Municipal Code to allow the City Council to authorize the Citizens' Affairs Board (CAB) to perform additional tasks as the Council deems appropriate.

BACKGROUND:

The function and procedure of the Citizens' Affairs Board are set forth in Article 13 of the City Charter and in Chapter 2, Article 12 of the Municipal Code. The CAB's function is currently limited to receiving and considering complaints and proposals from residents concerning the City and its government.

City Council discussed the issue of the CAB's effectiveness at the Council retreat in February 2018. Staff believes there are opportunities to promote the CAB and to expand the Board's function to utilize the members in other City projects to obtain additional input, which may increase opportunities to make connections with residents who may not be aware of the CAB's existence. The Board, whose members represent each of the City's wards, could assist with programs such as the creation of an inclusivity committee and could participate in community or civic engagement projects to increase the Board's presence as a resource for residents.

CB-1912 has been drafted to amend Section 2-12-3 by the addition of the following language:

(b) In addition to the functions mandated by the City of Northglenn Home Rule Charter, the City Council may authorize the Citizens' Affairs Board to perform additional tasks as the Council deems appropriate.

The Board's primary function of receiving and considering complaints and proposals from residents would not change, and the Board would continue to serve as an advocate on behalf of the residents of Northglenn.

The members of the Citizens' Affairs Board have discussed the proposed change to expand the Board's function and the members are in favor of the proposed amendment.

BUDGET/TIME IMPLICATIONS:

None.

NEXT STEPS:

If CB-1912 passes on first reading, a public hearing on the proposed ordinance will be set for July 23, 2018.

STAFF REFERENCE:

Please contact Johanna Small, City Clerk at jsmall@northglenn.org or 303-450-8757 with any questions or comments.

SPONSORED BY: MAYOR DODGE

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1912
Series of 2018

Series of 2018

A BILL FOR AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 12 OF THE NORTHGLENN MUNICIPAL CODE REGARDING THE FUNCTION OF THE CITIZENS' AFFAIRS BOARD

WHEREAS, Article XIII of the Northglenn City Charter created the Citizens' Affairs Board and set forth the Board's function to receive and consider complaints and proposals from the citizens of the City concerning the City and its government; and

WHEREAS, the City Council recognizes that the Citizens' Affairs Board serves an important purpose and could be further utilized to connect with residents in other ways to obtain public input and promote the interests of residents of the City of Northglenn; and

WHEREAS, the Council desires to expand the function of the Citizens' Affairs Board to utilize the Board in an advisory capacity on certain projects as the Council deems appropriate.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Section 2-12-3 of the Northglenn Municipal Code is hereby amended to read as follows:

Section 2-12-3. Function.

- (a) In accordance with the provisions of Section 13.11 of the City of Northglenn Home Rule Charter, the Citizens' Affairs Board shall be an advocate on behalf of the citizens of Northglenn. The Board shall receive and consider complaints and proposals from the citizens of the City and other interested persons concerning the City and its government.
- (b) IN ADDITION TO THE FUNCTIONS MANDATED BY THE CITY OF NORTHGLENN HOME RULE CHARTER, THE CITY COUNCIL MAY AUTHORIZE THE CITIZENS' AFFAIRS BOARD TO PERFORM ADDITIONAL TASKS AS THE COUNCIL DEEMS APPROPRIATE.

INTRODUCED, READ AND ORDERED POSTED this ____ day of _____, 2018.

CAROL A. DODGE
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this ____ day of _____,
2018.

CAROL A. DODGE
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney