


**CITY MANAGER'S OFFICE MEMORANDUM
#42-2019**

DATE: July 22, 2019
TO: Honorable Mayor Antonio B. Esquibel and City Council Members
FROM: Heather Geyer, City Manager 
SUBJECT: CB-1931 – Amendment to the City Code Adding a Communications Department

PURPOSE

The purpose of CB-1931 on First Reading is to implement a code amendment creating a Communications Department within the City Manager's Office. Creation of a Communications Department is necessary as a result of the reclassification of the Communications Manager to a Communications Director.

BACKGROUND

Section 2-8-1(a) of the City Code follows Section 6.5 of the City Charter, upon recommendation of the City Manager, the City Council establishes and creates the City Departments. Currently, the following departments exist:

1. The Department of Parks, Recreation and Cultural Services;
2. The Department of Finance;
3. The Department of Public Works;
4. The Police Department;
5. The Department of Management Services;
6. The Department of Planning and Development; and
7. The Department of Technology.

In order to align the proposed Communications Director position with other existing director positions, the Department of Communications needs to be created. The Communications Director will report to the City Manager. The Communications Department will continue to reside within the City Manager's Office.

STAFF RECOMMENDATION

Staff is recommending that City Council approve CB-1931, an ordinance being presented on first reading, and schedule the item for public hearing and second reading on August 12, 2019.

BUDGET/TIME IMPLICATIONS

There are not additional budget implications for the addition of the Communications Department beyond the reclassification of the position that is outlined under CR-89.

STAFF REFERENCE

For additional information, please contact Heather Geyer, City Manager at hgeyer@northglenn.org or 303.450.8706.

CB-1931 – Amendment to the City Code Adding a Communications Department

SPONSORED BY: MAYOR ESQUIBEL

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1931
Series of 2019

Series of 2019

A BILL FOR AN ORDINANCE AMENDING SECTION 2-8-1(a) OF THE NORTHGLENN MUNICIPAL CODE ADDING THE COMMUNICATIONS DEPARTMENT AS A CITY DEPARTMENT

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

Section 1. Section 2-8-1(a) of the Northglenn Municipal Code is amended by the addition thereto of a new subsection (a)(8), along with corresponding non-substantive amendments, to read as follows:

(a) Pursuant to Section 6.5 of the Northglenn City Charter, and upon recommendation of the City Manager, the City Council establishes and creates the following City Departments

* * *

(6) The Department of Planning and Development; ~~and~~

(7) The Department of Technology; AND

(8) THE DEPARTMENT OF COMMUNICATIONS.

INTRODUCED, READ AND ORDERED POSTED this ____ day of _____, 2019.

ANTONIO B. ESQUIBEL
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this ____ day of _____,
2019.

ANTONIO B. ESQUIBEL
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney