


**CITY MANAGER'S OFFICE MEMORANDUM**  
**#49-2019**

**DATE:** September 9, 2019

**TO:** Honorable Mayor Antonio B. Esquibel and City Council Members

**FROM:** Heather Geyer, City Manager  
Johanna Small, City Clerk 

**SUBJECT:** Northglenn Senior Organization 2019 Election Forum

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**PURPOSE**

To consider providing support to the Northglenn Senior Organization (NSO) to host a 2019 Election forum to be held on Wednesday, October 16, 2019.

**BACKGROUND**

The NSO has approached the City of Northglenn to ask for our support in conducting a 2019 Election Forum they are planning to host. The NSO will be seeking approval from their members at their September 23, 2019 meeting.

NSO's request is for the City to provide support in the form of covering the cost of the D.L. Parsons Theatre rental, staff to assist with the production, and providing marketing support through advertisement in the Connection newsletter and on social media. Additionally, support is requested to record and air the election forum on City Channel 8 and the City's YouTube page. Their request is not a sponsorship but a host arrangement.

The City does not currently have guidelines specific to election forums. If City Council supports the NSO's request to serve as a host, staff will develop guidelines that the NSO would need to meet in order to provide a fair and impartial event that is open to all candidates in the local election.

The Fair Campaign Practices Act (FCPA) prohibits the City from spending funds to support any endorsement of a candidate or to take a position on a ballot question. The City's use of public funds to provide a candidate forum would not violate the FCPA so long as equal access is allowed and the expenditure is not used for the purpose of promoting a candidate's election or retention. If the City provides resources for the forum, it is the City's responsibility to assure the conduct of the forum is even-handed and does not suggest any endorsement. Additionally, the Federal Communications Commission provides guidance on appropriate conduct for an election forum.

**STAFF RECOMMENDATION**

Staff is seeking direction on whether or not City Council would like the City to provide support to the NSO as host of a 2019 Election Forum.

**BUDGET/TIME IMPLICATIONS**

The NSO is requesting support from the City to provide the D.L. Parsons Theatre at no cost along with marketing support through use of the Connection newsletter and social media promotion.

**STAFF REFERENCE**

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