

**RESOLUTION AMENDING COUNCIL POLICY 2 TO ESTABLISH A CITY COUNCIL
POLICY AND GOVERNANCE COMMITTEE**

NO. 2020-64

WHEREAS, the City Council of the City of Commerce City enacted certain policies pursuant to Section 4.27 of the City Charter, which provides that the City Council “shall determine its own organization, rules and order of business . . . ;”

WHEREAS, the City Council desires to amend Council Policy 2 to establish a Policy & Governance Committee of the City Council for the reasons stated below;

WHEREAS, the City Council finds that these policies, as amended, are necessary and appropriate to promote the efficient and orderly conduct of municipal business, to ensure the validity of municipal proceedings, and to protect the health, safety, and welfare of the public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COMMERCE CITY, COLORADO AS FOLLOWS:

1. Council Policy #CP-2(D)(7) is amended to identify four standing committees and by the addition of a new subsection (d) as follows:

(d) Policy & Governance Committee Role: Review and recommend updates to Council policies and charter provisions and ordinances relating to the Council's organization, rules, and order of business as provided in Section 4.27 of the City Charter and other policy formation matters delegated to it by Council.

Responsibilities of the committee and its members include:

- i. Reviewing existing and proposed policies and recommending proposed policy changes (including potential ordinance and charter changes).
- ii. Educating councilmembers and the public about Council policies and goals, the role of Council and staff, and the division of authority between the Council and City Manager.
- iii. During council meetings, advocate for and encourage the use of proper procedure, focus on policy-level matters and city business, and civility, order, and decorum.
- iv. Attempting to mediate disputes between councilmembers in a manner that does not violate the Colorado Open Meetings Law.

2. The Policy & Governance Committee shall first address policies and standards including the following:

- a. Treatment, roles, and privileges of councilmembers, including:
 - (1) Expectations for equal treatment of councilmembers with regard to Council business;
 - (2) Definition of the role of the mayor and councilmembers as defined by the Charter;
 - (3) Meeting decorum and the role of councilmembers in meetings;
- b. Appropriate formal and informal council interaction with the city manager, city attorney, municipal judge, and city staff;
- c. Standards for focusing council on policy issues, including:

- (1) Ensuring that Council-approved action items are consistent with the approved budget, do not interfere with the management of the City, and are consistent with the Council's policy role;
 - (2) Ensuring that individual councilmember requests are in support of the Council's role;
 - (3) Setting appropriate expectations for the use of City resources for individual councilmember requests or proposals and for involvement in individual issues;
 - d. Appropriate actions for referring complaints by the public regarding City or staff actions;
 - e. Enforcement of Council policies, including procedures and penalties.
3. This Resolution shall be effective upon passage.

RESOLVED AND PASSED THIS 17TH DAY OF AUGUST 2020.

CITY OF COMMERCE CITY, COLORADO

Benjamin A. Huseman, Mayor

ATTEST

Dylan A. Gibson, City Clerk