

**A RESOLUTION AMENDING COUNCIL POLICY #CP-3 REGARDING BOARD AND
COMMISSION ATTENDANCE REQUIREMENTS**

NO. 2025-147

WHEREAS, the City of Commerce City is authorized to adopt policies governing Council process and conduct; and

WHEREAS, City Council has determined there is a need to amend #CP-3.A.4. to clarify the process for removing board and commission members when they have multiple unexcused absences.

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

SECTION 1. Findings. The recitals to this resolution are incorporated as findings of the City Council. This resolution is found to be necessary for the preservation of the public health, safety, and welfare and in the public interest.

SECTION 2. Amendments. Council Policy #CP-3.A.4. is amended to read as follows:

1. Vacancies

- a. In addition to the provisions established by the City Charter and/or Municipal Code, a vacancy is identified by (1) newly-created seat on a board or commission, or an expired term after a successor has been duly appointed.
- b. Solicitations to fill vacancies may be in the form of (1) press releases to the local media, (2) posting a notice at the officially designated posting locations, (3) City website, (4) City newsletter, and (5) cable television.
- c. After two (2) unexcused absences, the appointee will be notified by the City Clerk's office that unless the board or commission chair is contacted directly within thirty (30) days with a reasonable explanation, the appointment will be automatically rescinded at the next regular Council meeting on the Consent Agenda. The former appointee may reapply for future vacancies.

RESOLVED AND PASSED THIS 15TH DAY OF SEPTEMBER 2025.

CITY OF COMMERCE CITY, COLORADO

Steve J. Douglas, Mayor

ATTEST

Kim Garland, Acting City Clerk