



City Council Communication

AGENDA DATE: June 22, 2026

LEGISTAR ITEM #: Pres 26-102

PRESENTER: Steve Ruger

DEPARTMENT: City Clerk's Office

<input type="checkbox"/> Administrative Business	<input type="checkbox"/> Noticed Council Business
<input type="checkbox"/> Informational Presentation	<input checked="" type="checkbox"/> Consensus-Building Presentation

BACKGROUND/REQUEST

On January 5, 2026, the City Council approved a motion to “direct the City Manager and City Attorney to put together a study session presentation regarding the City Charter and whether there is a recommendation to amend any provisions therein. Moreover, to break down any pain points based on Council priorities and how these changes could help accomplish our goals.”

Since January, staff members in the City Attorney’s Office, City Clerk’s Office, and City Manager’s Office have met weekly to review the Charter in its entirety. The team has reviewed each section of the Charter and identified language that is inefficient, outdated, problematic, conflicting, or confusing. The team has also met with each department in the organization to discuss sections of the Charter that impact their operations. The team and departments discussed language to add, amend, or remove to improve staff service deliveries and operational efficiencies.

The team will present to the Council a history and overview of the City’s Charter, staff’s recommended amendments, a list of sections proposed to be amended, and project timeline. Staff seeks City Council’s consensus on moving forward with the project.

If Council desires to move forward with Charter amendment question(s) on the November 2027 ballot, the team will start drafted redline changes to the Charter over the next several months. The City Clerk’s Office will begin public education through information on the City’s website elections page and board and commission engagement opportunities. In early

CITY COUNCIL COMMUNICATION CONTINUED

2027, the team will return to City Council in a Study Session to review the Council’s requested amendments (if approved by Council). In mid-2027, the team will provide City Council with the final amendment language to receive Council’s approval. Once the draft language is approved, the team will schedule an ordinance setting the ballot title and listing all the amended sections for City Council approval in July and August. The City Clerk will then certify the ballot to Adams County in early September.

If the amendment(s) are approved, the City Clerk’s Office will provide the changes to the City’s codifier to incorporate into the City’s Charter to be in effect moving forward. If any amendment(s) fail, the team will do a debrief and come to Council with a plan on what, if any, sections are desired try again to be amended by the voters for potential 2028 or 2029 ballots.

FINANCIAL IMPACT

Contractor	Adams County Clerk & Recorder
Amount of Request/Contract	\$32,000
Amount Not To Exceed	\$N/A
Amount Budgeted	\$32,000
Budget Year	FY2027
Funding Source	City Clerk’s Office Budget

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
January 5, 2026	December 31, 2027

JUSTIFICATION

<input type="checkbox"/> Council Goal	<input type="checkbox"/> Strategic Plan	<input type="checkbox"/> Work Plan	<input checked="" type="checkbox"/> Legal
Citation	<p>Commerce City Charter Sec. 19.9 “This Charter may be amended at any time in the manner provided by the constitution of Colorado.”</p> <p>Colorado Constitution Art. XX, Sec. 9(2) “The general assembly shall provide by statute procedures under which the registered electors of any proposed or</p>		

CITY COUNCIL COMMUNICATION CONTINUED

	<p>existing city and county, city, or town may adopt, amend, and repeal a municipal home rule charter.”</p> <p>Colorado Revised Statutes 31-2-210(1)(b) “Proceedings to amend a home rule charter may be initiated by either of the following methods:… An ordinance adopted by the governing body submitting the proposed amendment to a vote of the registered electors of the municipality. Such ordinance shall also adopt a ballot title for the proposed amendment.”</p>
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PUBLIC OUTREACH

None prior to presentation. Public education and board and commission outreach will begin if Council gives consensus to proceed with Charter amendment project.

STAFF RECOMMENDATION

Staff recommend placing charter amendments as question(s) on the November 2027 ballot.