

**A RESOLUTION AMENDING COUNCIL POLICY #CP-2 TO ADD LANGUAGE
GOVERNING THE CONDUCT OF CITY COUNCIL MEMBERS AND APPOINTED
OFFICIALS THAT WAS PREVIOUSLY IN #CP-14**

NO. 2025-082

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-2 Section A to insert language governing the conduct of City Council members and appointed officials that was previously in #CP-14.

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.

a. Council Policy #CP-2 Section A is amended to read as follows:

A. **GENERAL**

1. Council members will take positive action when necessary to keep the City of Commerce City a progressive, well-managed, innovative City.
2. Council members will provide leadership and participate in local, regional, state and federal programs and meetings.
3. Council members will look to boards, commissions and committees for independent advice.
4. Council members will obtain input from other community leaders in the decision-making process when appropriate.
5. In the decision-making process, Council members will include extensive citizen participation and will work on City programs and documents.
6. Council members will attend numerous meetings in addition to regular Council meetings.
7. Council members will emphasize training for staff, Council, and board and commission members.

8. Council members will inform the City Manager's Office when they will be absent from the City or unavailable as early as possible in order that the information will be made available to Council and staff.
9. Council members who decide to go to functions that require reservations will notify the City Manager's Office as early as possible. Commitments shall be honored. In the event a council member who committed cannot attend it is that council member's responsibility to find a City Council replacement, preferably from the City Council first and then from executive staff, other staff, and community leaders or business owners. The City Manager's Office will attempt to assist where possible. Except in the event of extenuating circumstances approved by the City Manager, if a Council member does not attend without giving the City Manager's Office reasonable opportunity to fill the vacancy, the cost paid by the City for the Council member's attendance at such event shall be repaid by the Council member who failed to attend without securing a replacement and the proceeds depositing into the general fund.
10. All Council members will get the same information from staff as much as possible, including public complaints, letters, events, background issues, research, etc.
11. Council members will return unwanted reports and documents to staff for distributing to the public or for recycling and shredding, (there is a need to eliminate unnecessary paper as much as possible).
12. Council members will take responsibility to create the Council vision and approve staff management outlines for budget, timelines and specific responsibility for accomplishment of City projects.
13. Council members will organize a strategic plan for major goals and direct the City Manager to have a project management plan that tracks projects and gives updates.
14. In all official matters, including at any time during a function, event, conference, or trip sponsored by the City or at which the official's attendance was paid for by the City, Council members and appointed officials of the City shall conduct themselves in a manner so as not to bring disrespect or disrepute to the office held or to the City. During sessions or meetings of the official Council, officials shall treat their fellow officials, the public and City employees with respect. Officials shall refrain from personal attacks on the public and their fellow officials and shall not attack the motives of their fellow officials.

RESOLVED AND PASSED THIS 19TH DAY OF MAY 2025.

CITY OF COMMERCE CITY, COLORADO

Steve J. Douglas, Mayor

ATTEST

Dylan A. Gibson, City Clerk