



## Charter Review Committee Minutes

Approved: \_05/01/2023\_

From the Monday, April 17, 2023, 12-2pm Meeting, Council Chambers, GDC Building

### Member Attendance:

- Leonard Giuliano
- Cheryl Lovell
- James Marsh-Holschen, Council
- David Mathewes
- Seth Patterson
- Sam Taylor, Chair
- Austin Ward, Council

Staff Attendance: Nancy Rodgers, City and County Attorney; Geoff Wilson, CRC Consultant; Denise Keith, Staff support for CRC

### Agenda Items:

#### 1. *Call meeting to order, Roll Call, Approval of the [Minutes](#)*

Member Lovell moved and Member/CM Marsh-Holschen seconded approval of the minutes from the April 3 meeting, with the corrected spelling of David Mathewes name.

Member Mathewes also requested that the minutes have more detail; Member Lovell suggested an end of meeting review of substantive discussions.

Member/CM Marsh-Holschen asked about recording meetings. Ms. Rodgers responded that she can find out more information about doing this.

#### Next Steps:

- Staff will provide more detail in the minutes.
- Staff will find out about recording options.

#### 2. *CRC Administrative Matters*

##### a. *1st and 3rd Mondays, 12-2pm*

Confirmed

##### b. *Evening meetings discussion: CRC meetings and/or Town Halls 4th Wednesday of the month in the evenings (5pm? 6pm?)*

First Town Hall is scheduled for Wednesday, May 24th, 6-8pm

##### c. *Form and email for public comment*

The public can submit feedback to the Charter Review Committee [HERE](#) and see results [HERE](#).  
The email address for public comment is [CharterReview@broomfield.org](mailto:CharterReview@broomfield.org).

### 3. List of potential areas for Charter review/revisions

a. [CRC Consultant's List](#) - Geoff Wilson

Mr. Wilson reviewed his list, which is linked above.

b. [CCOB list](#) - Nancy Rodgers

Ms. Rodgers went through her list, which is linked above.

Discussion between committee members and staff:

- Ordinance publication costs; looking at where publication happens and what the web hits/print publications numbers are.
- Request for a strikethrough version reflecting these lists and other members agreed.
  - Mr. Wilson suggested that the CRC goes chapter by chapter in its review and, once the edits to a chapter are complete, they put that chapter aside. Chair Taylor likened this to having technical changes on a sort of “consent agenda.”
- Editing the preamble - it could be done; the preamble can be helpful for legislative intent.
- Addressing laws that may change in the future (like TABOR), the Charter can say “as required by law” instead of referencing the exact law.
- How these changes are presented to the voters will be the City Council’s determination.
  - They could do more than one ballot measure.
  - Lots of considerations on this point: what else is on the ballot, ballot fatigue, competing questions.
- Changes in form of government may require looking at the City Manager sections.
- Changes in form of government doesn’t require changing how the Chief is currently hired (City Manager), but whether the Chief is council-approved like the Clerk is a separate issue that the CRC could consider.

Next Steps:

- CRC Homework - read Charter
- CRC Homework - highlight, list, mark those areas of the Charter that the Committee member believes needs to be reviewed/changed.
- Redline on Charter - Mr. Wilson will start working on this now. The strikethrough would not include areas that required more CRC discussion
  - Chapter IV - Council and Mayor
  - Chapter VI - Legislation
  - Chapter IX - Personnel Merit System

### 4. Continued Discussion on the Form of Government Charter Provisions

a. Charter Section - Chapter IV, specifically Sections 4.1, 4.2

The Committee continued its discussion from the meeting on April 3 about the form of government, including county/city obligations, number of elected officials, wards, terms, and management.

The following documents were provided to the Committee related to this discussion:

- [Local Government \(Cities and Counties\) Comparison Sheet](#)
- [Chart of Colorado County Data](#)
- [City and County Duties and Broomfield Departments](#) - listed by City/County function
- [How Broomfield is Similar and Different from Other Counties](#)

- [Staff Memo from August 2020](#) - when the ward boundaries were last changed
- [Staff Memo from October 2021](#) - updating the City Council's Compensation

Generally, the Committee discussion went as follows:

- Mr. Wilson and Committee members discussed the governing structure in different types of communities: strong mayor, strong manager, counties with a county manager, counties with commissioners overseeing the departments.
- Part-Time vs Full Time
  - Allowing the reduced number of elected officials to be “full time”.
  - The impact of being “full time” on those who have jobs they don’t/can’t leave for a variety of reasons, including concerns about leaving the workforce for 4 years, 8 years, or even longer if the person ran for Council then Mayor.
  - Job mobility is a challenge for women and people of color. Leaving the workforce could be a deterrent to running.
  - County commissioners are not, by statute, required to be full time. They are paid something that reflects a full time salary.
  - What does “full time” really mean? Discussion included the word “dedicated” as an alternative to “full time”.
  - There are impacts on a person’s other career/work when they are an elected official, either not seeking out advancement, getting denied promotions, and/or using all of their vacation time on council activities.
  - Some Council members are not ready for the meeting because they don’t have the time to do the work required to be prepared for the policy making.
- Pay - If there is a “full time” pay, discussion of the number being reduced because of the budget impacts.
- Term Limits discussion
  - Adding or modifying the state-mandated term limits (which is a permissible add under the Colorado Constitution).
    - Current term limits - 2 4-year terms for councilmembers and 3 2-year terms for mayor. Mayor’s term of 2 is short.
  - Could also look at using a ranked choice voting method.
- At Large Discussion -
  - Mix of ward election; redrafting ward lines; or a full at-large Council.
  - Discussion about where candidates are coming from and population vs voter turnout and not wanting candidates from only specific neighborhoods or demographics.
  - At large could force an elected official to consider the needs of residents from all of Broomfield.
- Mayor Voting
  - Discussion of the Mayor being only a tie-vote and permitted the mayor to vote either all the time or staying only a tie-breaker.
- Number of Council members
  - Generally, the discussion involves reducing the number of councilmembers, although there was discussion about increasing it to 3 per ward (15 total) and keeping the existing 2 per ward.
  - Ideas included 5 council members elected by district, 2 elected at large
  - Numbers can impact meeting assignments (which was discussed as a large lift in the first meeting).
- Name/What to Call the Elected Body

- Discussion of whether the name Council is a better/word than Commissioner. Can call the elected body anything, although the Constitutional Amendment establishing Broomfield references a “City Council.”
- Chair Taylor asked each member for their opinion on where each one stands on form of government after two meetings. ***This was not a vote.***
  - Member Mathewes - Don’t know. Changing that may not help expand the pool.
  - Member/CM Marsh-Holschen - 5 plus mayor but not oppose to 4 plus mayor
  - Member Lovell - still collecting info
  - Member Guilano - like “dedicated” rather than full time as word; pretty strong on 4 commissioners dedicated plus mayor
  - Member/CM Austin - all for dedicated positions and 5 plus mayor.
  - Member Patterson - 4 plus 1 mayor that votes; and dedicated if there is reasonable pay.
  - Chair Taylor - Likes the 2 members per ward. These people really need the time to make these decisions. If dedicated, no more than 5?

**Next Steps:**

- **Information on how counties are classified under state law - Ms. Rodgers will pull this info.**
- **Data on the Ordinance Publication Costs - Ms. Rodgers will pull data on this point.**
- *Adjourn (confirm date/ time for next meeting)*

Confirmed next meeting will be held Monday, May 1, 2023 from 12-2pm

Mr. Patterson moved to adjourn.

Mr. Marsh-Holschen second.

All were in favor.

**Adjourn 2:08pm**