



Charter Review Committee Minutes

Approved: 6/5/23

From the Monday, May 15, 2023, 12-2pm Meeting, Heritage Room, HHS

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

The recording for this meeting can be found [HERE](#).

Agenda Items:

1. ***Call meeting to order and Roll Call***
2. ***Approval of the May 1st [Minutes](#)***
3. ***Timeline***
 - ***Update to City Council scheduled for Council Meeting, June 13th***

A City Council update is scheduled for June 13th during the regularly scheduled Council meeting. Chair Taylor will update City Council on this date with the possibility of making recommendations at this time.
 - ***Final report tentatively scheduled for Council Meeting, November 14th***

The final report to City Council is tentatively scheduled for November 14th during the regularly scheduled council meeting. Chair Taylor would like to meet the deadline for the final report, however he wants to ensure we do it right not fast. The CRC can request more time if necessary.
4. ***Continued Discussion on the Form of Government Charter Provisions***
 - ***Charter Section - Chapter IV, specifically [Sections 4.1, 4.2](#)***

City and County Attorney Nancy Rodgers provided an introduction to the discussion by summarizing the group's discussions to date: looking at full time and dedicated, possible reduction in number of council members but not in agreement on the actual number, terms of office, wards (can change wards however need to look at representation). There are a lot of options and issues to continue to address.

Chair Taylor, Cheryl Lovell, James Marsh-Holschen, David Mathewes, Seth Patterson, and Austin Ward continued their discussion on the form of government, to include:

- size of City Council,
- full time versus part time roles,
- job descriptions for Mayor, Mayor Pro Tem and Council (or lack thereof)
- pros and cons of a “strong” mayor and what strong mayor looks like
- the size of council and whether compensation discussions are linked together
- job descriptions for Mayor, Mayor Pro Tem and Council (or lack thereof)
- the level of involvement in the underlying work for policy decisions (budget, tax relief programs as examples)
- staff for Council

Chair Taylor, Cheryl Lovell, James Marsh-Holschen, David Mathewes, Seth Patterson, and Austin Ward continued their discussion on the current number of wards in Broomfield. James Marsh-Holschen stated 5 is a comfortable number but open to 3 wards with 2 council members per ward. Chair Taylor wanted an open discussion on the reason a different number might be better.

5. Offer for a Presentation on the City and County Formation

All committee members agreed to set up a date and time to listen to a presentation from Randy Ahrens, Larry Cooper and Clark Griep. It is scheduled for Tuesday, June 20th from 1-2 pm in the City Council Chambers.

6. Charter Committee Topics for Consideration - Open for Committee Members

Seth Patterson opened the discussion on the structure of the upcoming town hall meeting. Cheryl Lovell thought it would be a good idea to start the presentation using the slides created and linked on the charter committee website. Chair Taylor suggested a seating arrangement and format. Committee members agreed to 5-10 minutes of introductions, providing clarifying questions to solicit feedback from the audience, slidedeck, and public comment.

Continued Discussion from #4 above - Chapter IV of Charter.

Seth Patterson opened the discussion on [Section 4.7](#) vacancies, the process to fill a vacancy and the time frame to fill a vacancy. Consultant Wilson will add edits to the next draft of the Charter redline reflecting the CRC’s discussion on vacancies.

7. Adjourn / Next Meetings

- **Town Hall** - Wednesday, May 24th from 6-8 p.m., Council Chambers
- **Next Committee meeting** - Monday, June 5th from 12-2 p.m., HHS Heritage 2

Adjourn 2:03 pm

The recording for this meeting can be found [HERE](#).