

AGENDA ITEM SUMMARY

FORT COLLINS CITY COUNCIL

ITEM NUMBER: 26

DATE: July 7, 2009

STAFF: Darin Atteberry
Steve Roy

SUBJECT

Resolution 2009-065 Amending Policies Regarding the Issuance of Proclamations.

RECOMMENDATION

Staff recommends adoption of this Resolution.

EXECUTIVE SUMMARY

Adoption of this Resolution will amend the Council policies related to proclamations to clarify that proclamations are intended to honor local persons or to celebrate certain community activities or events and are not intended to be a means by which the City takes a position on controversial matters that may be the subject of strongly divergent views within the community.

BACKGROUND

Prior to the beginning of each regular City Council meeting, the Mayor issues proclamations to local citizens on behalf of the City. The purpose of the proclamation is to recognize and celebrate local activities and events and recognize citizens of Fort Collins who have made notable contributions to the community. The issuance of the proclamations is governed by a Council adopted policy. Under the policy, proclamations can be requested by the Mayor, other Councilmembers or members of the public.

A question has recently arisen about the kinds of local activities and events for which a proclamation should be issued and, in particular, whether it is appropriate to issue proclamations for activities or events that are controversial in nature. Because proclamations represent the position of the City, staff recommends that they not be issued for events that celebrate or promote causes that are the subject of strongly divergent views within the community, and that the Mayor be given the discretion to make the determination as to which activities or events are appropriate for recognition by the City.

The Resolution amends the Council policy to state that proclamations should concern persons, events or activities of local interest that, in the judgment of the Mayor, are not controversial in nature. The revised policy also states that, in deciding whether a proclamation should be issued to honor a particular person or to celebrate a particular activity or event, the Mayor should consult with the Mayor Pro Tem and the City Manager if the Mayor believes that such consultation would be helpful.

ATTACHMENTS

1. Current City of Fort Collins Proclamation Procedures

City of Fort Collins Proclamation Procedures

The City of Fort Collins is very pleased to provide special recognition for community events, people, and activities by issuing Proclamations. The City Council has established the following policies regarding the issuance of Proclamations:

- a. Proclamations are to be utilized exclusively for ceremonial and recognition purposes, and should promote of the cultural, social, economic or intellectual welfare of the community.
- b. Proclamations may be requested by any individuals or organizations, or by the Mayor and/or individual members of the City Council.
- c. Proclamations should concern events, activities, or people of local interest and should be accepted by a local representative. Proclamations concerning nationally recognized events and activities may be issued if the Mayor and/or individual members of the City Council deem the subject matter to be of local interest.
- d. Proclamations will be read just prior to the commencement of regular City Council meetings and presented to the appropriate representative(s), who may be provided an opportunity to make brief comments. The presentation of the proclamations will be televised on the City's cable television station.
- e. Upon request, the Mayor or members of the City Council may present proclamations outside of a City Council meeting, at special events or activities or other designated locations.

The following administrative procedures have been established by the City Clerk's Office to facilitate the issuance of Proclamations:

1. Proclamations will be issued only if they conform to the policies outlined above.
2. In order for the City Clerk's Office to prepare a Proclamation, information about the topic is needed. The most effective method is to provide the City Clerk's Office with a draft Proclamation. Sample Proclamations are available from the City Clerk's Office.

3. Draft Proclamations should be sent to the City Clerk's Office at the address below at least 15 days prior to the date the Proclamation is to be issued. The City Council generally meets on the first and third Tuesday of each month.

Physical Address: 300 LaPorte Avenue
Mailing Address: P.O. Box 580
Fort Collins, CO 80522
FAX: (970) 221-6295
E-mail: sagonzales@fcgov.com

4. Include with the draft the contact information (name, phone number, e-mail) of the person requesting the Proclamation. If the contact person is different from the person who will receive the proclamation at the meeting, please provide contact information for the person who will receive the proclamation.
5. Proclamations received in a timely manner will be scheduled on the date requested. If no date is specified, staff will schedule the Proclamation for the date closest to the event or time period stated in the Proclamation, if applicable.
6. Proclamations will be printed on the Mayor's letterhead. Persons requesting Proclamations are responsible for having the Proclamation framed, if so desired.
7. A staff member will contact you to confirm the receipt and scheduling of the Proclamation, and to finalize arrangements for receiving the Proclamation.

Direct inquiries should be directed to: Sara Gonzales
City Clerk's Office
City of Fort Collins
P.O. Box 580
Fort Collins, CO 80522
(970) 416-2774
(970) 221-6295 (fax)

RESOLUTION 2009-065
OF THE COUNCIL OF THE CITY OF FORT COLLINS
AMENDING POLICIES REGARDING THE ISSUANCE OF PROCLAMATIONS

WHEREAS, on June 4, 2002, the City Council adopted Resolution 2002-061 establishing certain policies regarding the issuance of proclamations by the City (the "Policies)), subject to such modification as may, in the judgment of the Mayor or a majority of the City Council, be necessary in order to accommodate exceptional circumstances; and

WHEREAS, the Policies state, among other things, that proclamations are to be utilized exclusively for ceremonial and recognition purposes, and should promote the cultural, social, economic or intellectual welfare of the community; and

WHEREAS, the Policies further state that proclamations should concern events, activities, or people of local interest and may be requested by any individuals or organizations, or by the Mayor and/or individual members of the City Council; and

WHEREAS, a question has recently arisen as to the kinds of local events or activities that should be recognized by the City through the issuance of proclamations, since the causes promoted by some such events are controversial in nature and the subject of strongly divergent views within the community; and

WHEREAS, because proclamations are generally viewed as a statement of City support for the event or activity that is the subject of the proclamation, the City Council believes it to be in the best interests of the City to limit the issuance of proclamations to persons, community events and activities that are non-controversial in nature, so that the City is not perceived as taking positions on issues or causes that are the subject of significant differences of opinion within the community.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS that the policies contained in Section 1 of Resolution 2002-061 are hereby amended to read in their entirety as follows:

- a. Proclamations are to be utilized exclusively for ceremonial and recognition purposes, and should promote the cultural, social, economic or intellectual welfare of the community.
- b. Proclamations may be requested by any individuals or organizations, or by the Mayor and/or individual members of the City Council.
- c. Proclamations should concern **persons, events or activities of local interest that, in the judgment of the Mayor, are non-controversial in nature., or people of local interest and. In making a determination as to whether a proclamation should be issued to honor a particular person or to celebrate a particular activity or event, the Mayor should consult with the Mayor Pro Tem and City Manager if he/she believes that such consultation would be helpful.**

- d. **Whenever possible, proclamations** should be accepted by a local representative. Proclamations concerning nationally recognized events and activities may be issued if the Mayor and/or individual members of the City Council deem the subject matter to be of local interest.
- de. Proclamations will be read just prior to the commencement of regular City Council meetings and presented to the appropriate representative(s), who may be provided an opportunity to make brief comments. The presentation of the proclamations will be televised on the City's cable television station.
- ef. Upon request, the Mayor or members of the City Council may present proclamations outside of a City Council meeting, at special events or activities or other designated locations.

Passed and adopted at a regular meeting of the Council of the City of Fort Collins this 7th day of July A.D. 2009.

Mayor

ATTEST:

Deputy City Clerk