



City Council Communication

AGENDA DATE: July 7, 2025

LEGISTAR ITEM #: Res 2025-096

PRESENTER: Lee Zarzecki
Office

DEPARTMENT: City Attorney's
Office

☐ Ordinance	☒ Resolution	☐ Public Hearing
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REQUEST

Adopt a resolution to award a professional services agreement with Hoffmann Parker Wilson & Carberry, P.C. to act as Independent Ethics Counsel.

BACKGROUND

On May 19, 2025, City Council adopted a new Ethics Code via Ordinance 2672 on second and final reading.

Section 2-6013 of the Ethics Code establishes an Independent Ethics Counsel. The Ethics Code requires that City Council contract with a licensed attorney to practice law in Colorado and that the contract shall be a term of five (5) years. This resolution awards the contract to Hoffmann Parker Wilson & Carberry, P.C.

FINANCIAL IMPACT

Contractor	Hoffmann Parker Wilson & Carberry, P.C.
Amount of Request/Contract	\$25,000.00
Amount Not To Exceed	\$25,000.00
Amount Budgeted	\$0.00
Budget Year	FY2025
Funding Source	General Fund
Additional Funds Needed	\$N/A
Funding Source (if funds needed)	N/A

JUSTIFICATION

☐ Council Goal	☐ Strategic Plan	☐ Work Plan	☒ Legal
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CITY COUNCIL COMMUNICATION CONTINUED

Citation	Commerce City Revised Municipal Code Sec. 2-6013 “(a) City Council shall, through the City Attorney, contract an Independent Ethics Counsel, whose purpose shall be to oversee the complaint, investigation, and enforcement process in response to ethics complaints against officers and officials submitted pursuant to this section and to render written recommendations to City Council regarding the same. The Independent Ethics Counsel’s contract shall be a term of 5 years unless amended by the city. (b) The Independent Ethics Counsel shall be approved by resolution. The Independent Ethics Counsel shall be an attorney licensed to practice law in Colorado.”
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AVAILABLE ACTIONS

- Available Action #1: adopt the resolution as presented.
- Available Action #2: continue the resolution to a later date to seek further clarity from staff.
- Available Action #3: deny the resolution.

STAFF RECOMMENDATION

Staff recommends available action #1: adopt the resolution as presented.