

Presentation Template

STUDY SESSION – July 28, 2026

City Staff Representative:

Natalie Hoel, City Clerk
Kathryn Mortensen, Director of Budget & Innovation
Catrina Asher, Director of Finance
Yasmina Gibbons, Deputy City Attorney

Department:

Departments of Budget & Innovation and Finance
Offices of the City Clerk and the City Attorney

Purpose

To propose updates to Articles 2 and 3 of the *Brighton Municipal Code* related to elections and City Council procedures, budget carryover for non-lapsing capital appropriations, advertisement procedures for procurement of construction services, and procurement solicitation protest procedure.

Section 2-4-10. – Election of members, terms and challenges to qualifications.

- Amend the deadline to cure defects in petitions of nomination and affidavits from 18 days before the election to 64 days before the election, aligning the *Brighton Municipal Code* with the deadline set forth in State statute.
- Clarify the applicable deadlines for the computation of time.

Section 2-4-90. – Successive ordinances.

- New proposed section prohibiting same or similar ordinances which have been previously denied by City Council from being brought back for consideration for one year from the date of denial.
- Creates an exception to the one-year prohibition upon a majority vote of City Council.
- Staff seeks Council input as to the inclusion of this provision, as well the appropriate timeframe to prohibit the ordinance from being brought back for consideration, if any.

Section 3-4-100. – Non-lapsing capital improvement and construction appropriations.

- Clarification of the existing process for carrying forward unspent budget for multi-year projects.
- Final carryover needed cannot be determined until the year ends, which occurs after the next year's budget is adopted.
- Project amounts included in the budget at the time of adoption are new appropriations for that fiscal year, and do not include estimated carryover amounts.
- Staff complete carryover process early in the year once we have final project spending numbers. This will increase the appropriation for multi-year projects to include that year's appropriation and the carried forward appropriation.

Section 3-8-70 - Publication of notice inviting bids, proposals, or responses to solicitations.

- Remove the requirement to publish construction solicitations in an area newspaper
- Maintain the requirement to publish construction solicitations through electronic media selected for maximum impact



Section 3-8-140 - Solicitation Protests

- Realign protest timeline with routine practice
- Improve clarity of solicitation protest procedure



Questions and Next Steps.

- Staff is available to answer any questions the City Council may have.
- An ordinance incorporating City Council feedback will be brought for consideration before the City Council at the August 4, 2026, Regular Meeting.