



TO: Fruita City Council and Mayor

FROM: Mike Bennett, City Manager

DATE: April 26, 2022

AGENDA TEXT: City Council Orientation & Training

BACKGROUND

The focus of this workshop is for the City Manager and City Attorney to provide training and lead a discussion with City Council focused general orientation, general Council procedures, open meetings laws, liability, and conflicts of interest.

In preparation for the training, we ask that City Council read through or view the following materials to use our time efficiently and focused more on discussion. We encourage all City Council and the Mayor, whether new or not to prepare with the following materials as some things have changed and it is a very good time for reminders on important areas to protect you personally and protect the City as an organization. Feel free to come with all questions and clarifications to be discussed during the training.

Priority Materials Prior to the Training

- [City Council Handbook](#) (Please pay particular attention to pages 1-11 or as noted in the Table of Contents 1. A. – E. Also please read through 2.E. the Ex-Parte Contacts Memo from City Attorney)
- [CIRSA In the Scope of your Authority: Preventing Public Officials' Liability video \(17 min\)](#) (Please watch this 17 minute video our Liability Insurance Carrier CIRSA requires of each elected official to view—rather than viewing at the training, we will discuss)

Additional Materials Encouraged to Go Through Prior

- [CML Governance 101](#)
- [Tips for Municipal Elected Officials](#)

Other Reference Materials Specific to Elected Municipal Officials in Colorado

- [CML web page for New to Office Elected Officials](#)
- [CIRSA web page Training for Elected Officials](#)