



Council Agenda Summary

January 3, 2023

Key Staff Contact: Heidi Leatherwood, City Clerk

Title:

Motion to designate the City of Greeley website as the official posting site for meeting notices of the City Council, including agendas of City Council Meetings and Work Sessions, and the public lobby of City Hall at 1000 10th Street as the backup location for such postings

Summary:

The Colorado Open Meetings Act, C.R.S. §24-6-402, includes a requirement that each year the governing body is required to designate public places(s) for posting meeting notices.

Effective July 2019, changes to this law intend local governments to transition away from relying on posting physical notices of public meetings in physical locations and toward posting notices on its public website.

Designating the City of Greeley's (City) meeting portal found at <https://greeley-co.municodemeetings.com/> and posted prominently throughout the City's public website, www.greeleygov.com, as the official posting location for meeting notices of the City Council meets the requirements of the Open Meetings Act and is therefore recommended.

C.R.S. §24-6-402 (2)(c)(II) requires designation of a public location for physical notices in the event of exigent or emergency circumstances that may prevent the public from accessing a notice online.

City Council had previously designated the bulletin boards in both entrances to City Hall as the official posting sites for physically posting agendas of City Council meetings and work sessions, and these sites also served as locations for posting meeting notices of Council's appointed boards and commissions. With the remodel of City Hall completed in 2020, there are no longer physical bulletin boards accessible to the public at the building entrances. For the purpose of designating a backup physical location for posting, the electronic monitors located in the public lobby of City Hall is recommended.

Monitors have been installed in the City Hall lobby, in addition to similar displays existing in other City facilities. The City Clerk's Office has worked with the Facilities Division of the Public Works Department to ensure that all City Council meeting and Work Session notices are being posted on the City Hall monitor. In addition, a hard copy of the agendas will be located on the City Clerk's counter in the main lobby.

Legal Issues:

This motion meets the Colorado Revised Statutes requirements for posting notices for City Council meetings and work sessions.

Greeley Municipal Code § 2-553 requires boards and commissions to post meeting notices at both entrances of City Hall. A code amendment will be introduced at a future meeting to update the official posting location for board and commissions to the City of Greeley website.

Other Issues and Considerations:

Posting a site designation is required under the Colorado Open Meetings Act.

Strategic Focus Area:



High-Performance Government

Decision Options:

- 1) Adopt the motion as presented.
- 2) Amend the motion as presented.
- 3) Take no action and request additional staff assistance within a timeline that meets statutory requirements.

Council's Recommended Action:

A motion to designate the City of Greeley website as the official posting site for meeting notices of the City Council, including agendas of City Council Meetings and Work Sessions, and the public lobby of City Hall at 1000 10th Street as the backup location for such postings.