

Council Agenda Summary

January 4, 2022

Key Staff Contact: Anissa Hollingshead, City Clerk, 970-350-9742

Title:

Designating posting sites for notices of City Council meetings

Summary:

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

Effective July, 2019, changes to this law intend for 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 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.

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 public lobby of City Hall is recommended.

As the Council discussed when this designation was made in 2021, staff has been pursuing options for physical public postings at City Hall to both meet the requirements of the state statute for a backup physical location for posting and to meet the desire expressed by Council for ongoing accessibility to the public via means that do not require internet access. There are monitors that were installed in the City Hall lobby at the time of the building remodel, in addition to similar displays existing in other City facilities. At this time, a broader organizational approach has not yet been developed to utilizing these tools as part of a communications strategy to include relevant public information from multiple departments. The City Clerk's Office has worked with the Facilities Division in the interim to get access to the City Hall monitor in order to start activating the monitors on a limited basis at this time to manually add Council meeting

content to include publishing each meeting agenda for display in the lobby via this mechanism.

Fiscal Impact:

Does this item create a fiscal impact on the City of Greeley?	No
If yes, what is the initial, or, onetime impact?	
What is the annual impact?	
What fund of the City will provide Funding?	
What is the source of revenue within the fund?	
Is there grant funding for this item?	N/A
If yes, does this grant require a match?	
Is this grant onetime or ongoing?	
Additional Comments:	

Legal Issues:

None.

Other Issues and Considerations:

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

Strategic Work Program Item or Applicable Council Priority and Goal:

Engaging the Community

Decision Options:

- 1) Designate the City of Greeley's 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 as the backup location for such postings.
-or-
- 2) Establish an alternate method of notifying the public of meetings to be held.

Council's Recommended Action:

A motion to Designate the City of Greeley's 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 St as the backup location for such postings.

Attachments:

N/A