



# Council Agenda Summary

May 2, 2023

Key Staff Contact: Heidi Leatherwood, City Clerk

**Title:**

Introduction and first reading of an Ordinance amending Title 2, Chapter 10 (Boards and Commissions) of the Greeley Municipal Code designating the City of Greeley website as the official posting site for meeting notices

**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](http://www.greeleygov.com), as the official posting location for meeting notices of the Boards and Commissions meets the requirements of the Open Meetings Act and is therefore recommended.

C.R.S. §24-6-402 (2)(c)(III) 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.

Greeley Municipal Code Sec. 2-553 designates both entrances to City Hall as the official posting sites for physically posting meeting notices for 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 Boards and Commissions meeting 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:**

Consideration of this matter is a legislative process.

**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) Introduce the ordinance as presented; or
- 2) Amend the ordinance and introduce as amended; or
- 3) Deny the ordinance; or
- 4) Continue consideration of the ordinance to a date certain.

**Council's Recommended Action:**

A motion to introduce the ordinance and schedule the public hearing and second reading for May 16, 2023.

**Attachments:**

Ordinance with Appendix A  
Appendix B