



January 12, 2025

To: Mayor Bergquist and Town Trustees

From: Alayna Carrell, Town Clerk

RE: Consideration of Designation of Posting Locations for Notices of Public Meetings

Background

Colorado Revised Statutes § 24-6-402(2)(c) requires that the public place or places for posting notice of public meetings of a local public body be designated annually at the first regular meeting of the year.

Under the Colorado Open Meetings Law, public meetings are those at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs, or at which a quorum or three or more members of a local public body (whichever is fewer) are present or expected to be present and public business is discussed or formal action may be taken. Meetings may only be held after full and timely notice to the public.

Discussion

Historically, the Town of Grand Lake has posted notices of public meetings at two physical locations within Town limits:

- The Grand Lake Post Office
- Grand Lake Town Hall

Notices have been posted at least twenty-four (24) hours prior to all public meetings, consistent with statutory requirements. This posting practice has been followed by the Town for at least the past thirty years and has proven effective in providing adequate public notice.

Sample Motion

“I move to designate the Grand Lake Post Office and Grand Lake Town Hall as the official public locations for posting notices of public meetings of the Town of Grand Lake, with such notices to be posted at least twenty-four (24) hours prior to all public meetings, in accordance with Colorado Revised Statutes § 24-6-402(2)(c).”

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