

**TOWN OF MEAD, COLORADO
PLANNING COMMISSION
RESOLUTION NO. 01-PC-2025**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE
TOWN OF MEAD, COLORADO AMENDING ARTICLE IV, SECTION 5 OF
THE PLANNING COMMISSION PROCEDURES AND RULES OF ORDER,
CLARIFYING QUORUM REQUIREMENTS**

WHEREAS, the Town of Mead Planning Commission (the “Commission”) was created under Article VII of Chapter 2 of the Mead Municipal Code (“MMC”) and pursuant to Colorado state law; and

WHEREAS, MMC Section 2-7-40 authorizes the Commission to adopt rules and procedures; and

WHEREAS, the Commission adopted Resolution No. 5-PC-2018 on October 17, 2018, adopting procedures and rules of order, as amended by Resolution Nos. 01-PC-2022 and 07-PC-2022 (“Rules”); and

WHEREAS, Article VII of the Rules provides that the Rules may be amended by unanimous consent of all members, or a vote of at least four members of the Commission at the meeting following a regular meeting at which the amendments were introduced in writing; and

WHEREAS, the Commission desires to amend Article IV, Section 5 of the Rules, clarifying quorum requirements, as further provided herein (the “Amendment”); and

WHEREAS, the Amendment was introduced in writing at the regular meeting of the Commission held on December 18, 2024; and

WHEREAS, the Commission subsequently considered the Amendment at a regular meeting held on January 15, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Mead, Colorado, that:

Section 1. Recitals incorporated. The recitals contained above are incorporated herein by reference and are adopted as findings and determinations of Planning Commission.

Section 2. Amendment. Article IV, Section 5 of the Rules is hereby amended as follows, with deletions in bold strike-through and additions bolded and underlined:

SECTION 5. QUORUM

Any three majority of the members of the Planning Commission in office at the time shall constitute a quorum for the transaction of business at all Commission meetings. In the absence of a quorum, a lesser number may adjourn a meeting or continue a meeting to a later time or date; and, in the absence of all members, the Secretary may adjourn a meeting or continue a meeting. In the event any meeting is continued to a later date, the Secretary shall prepare and cause to be delivered to each member of the Commission timely notice setting forth the date and hour to which such meeting has been continued.

Section 3. The Town Attorney’s office shall provide an updated version of the Rules to the Commission Secretary, incorporating the amendments set forth in Section 2 of this Resolution, within ten

(10) days following the effective date of this Resolution.

Section 4. Effective Date. This Resolution shall become effective immediately upon adoption.

INTRODUCED, READ, PASSED AND ADOPTED THIS 15th DAY OF JANUARY, 2025.

ATTEST:

**TOWN OF MEAD PLANNING
COMMISSION:**

By _____
Ana Bohl, Secretary

By _____
Ryan Sword, Chair