

**MEMORANDUM**

TO: Mayor Jones and Members of the Board

FROM: Randi Gallivan, Town Clerk

DATE: August 16, 2018

RE: Resolution 2018-03 – Designating Public Places for Posting of Meeting Notices

**DISCUSSION:**

The Board of Trustees has historically designated three physical bulletin boards in Foxfield for the posting of meeting notices. With the deterioration of two of these bulletin boards and the advent of electronic posting options, the Board has decided to limit the required posting of meeting notices to one physical bulletin board and the Town website.

**RECOMMENDED MOTION:**

*“I move to approve Resolution 3, Series 2018, Designating Public Places for the Posting of Meeting Notices as Required by the Colorado Open Meetings Law”.*

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD  
DESIGNATING PUBLIC PLACES FOR THE POSTING OF MEETING NOTICES AS  
REQUIRED BY THE COLORADO OPEN MEETINGS LAW**

**WHEREAS**, C.R.S. §24-6-402, the Open Meetings Law, requires that the public place or places for posting notices of public meetings shall be designated annually at the local public body's first regular meeting of each calendar year;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD, COLORADO, AS FOLLOWS:

Section 1. The following locations shall constitute the designated public places for the posting of meeting notices as required by the Colorado Open Meetings Law:

- a. On the bulletin board on the east side of South Richfield Street just north of its intersection with East Davies Avenue.
- b. On the Town of Foxfield website, [www.foxfieldcolorado.com](http://www.foxfieldcolorado.com), on the Bulletin Board tab.

The Town Clerk shall be responsible for posting the required notices no later than twenty-four (24) hours prior to the holding of the meeting. All meeting notices shall include specific agenda information, where possible.

PASSED ON FIRST AND FINAL READING THIS 16<sup>th</sup> day of August, 2018.

BOARD OF TRUSTEES,  
TOWN OF FOXFIELD, COLORADO

---

Lisa Jones, Mayor

ATTEST:

---

Randi Gallivan, Town Clerk