

CITY OF CORTEZ

RESOLUTION NO. 10 SERIES 2025

A RESOLUTION AMENDING THE CITY COUNCIL AGENDA AND PUBLIC COMMENTS FORMAT

WHEREAS, Section 2-3(g) Call to order; roll call; order of business of the Cortez City Code authorizes Council by motion or resolution to adopt an order of business from time to time; and

WHEREAS, the Council order of business was amended on September 14, 2021 as part of adopted Resolution No. 23, Series 2021, and again on March 22, 2022 as part of Resolution No. 11, Series 2022; and

WHEREAS, there is a current need to update the order of business and the public comment format for Council meetings; and

NOW THEREFORE, BE IT RESOLVED BY THE CORTEZ CITY COUNCIL THAT THE ORDER OF BUSINESS OUTLINED IN Resolution No. 11, Series 2022 SHALL BE AMENDED AS FOLLOWS:

12. Public Participation
13. Executive Session
14. Adjournment

AND BE IT FURTHER RESOLVED THAT THE FOLLOWING FORMAT AND RULES BE ADOPTED AND WILL APPLY TO THE CONDUCT OF PUBLIC COMMENTS AT ALL CITY COUNCIL MEETINGS:

Public Comments

During the general Public Participation sections of City Council Meetings, individuals may not comment regarding items on the Council agenda, but may comment on any other City related business they wish to address the City Council about, including items discussed in a previous Council Workshop or a previous Council Meeting. Those persons wishing to comment must register by completing an "Intent to Speak" card (located outside of the Council chambers). Completed cards will be collected at the start of the meeting and delivered to the Mayor or other presiding officer, who will call each speaker to the podium at the appropriate time. Comments specific to agenda items scheduled on this agenda should be reserved and delivered during the public comment portion of that specific agenda item.

Courtesy, civility, and respect for others is expected. All commenters should only speak from the podium using the microphone, and comments should be addressed directly to the Council and not to staff or other members of the public. Commenters who are called upon by the Mayor or

other presiding officer to speak are the only persons allowed to speak during the allotted time. Comments, or other distractions from the audience intended for commenters or others are not permitted. The Mayor or other presiding officer, as the chairperson for the meeting, retains the discretion to deviate from the format described below.

There are two general opportunities for the public to address the Council:

For the first opportunity (which will occur toward the start of the meeting) there is no limit to the number of speakers, although public comments will be held to an overall time limit of 30 minutes so City business may proceed. Speakers have a time limit of 3 minutes per person, may only speak once, and may not cede time to other commenters.

For the second opportunity (which will occur toward the end of the meeting) there is no limit to the number of speakers, and no overall time limit. Speakers have a time limit of 3 minutes per person, may only speak once, and may not cede time to other commenters.

Other Opportunities to Participate

The public may also participate via email if addressed to councilcomments@cortezco.gov. Comments received by 3:00 pm the day of a Council meeting will be delivered to Council the same day and entered into the meeting minutes. The public may also send letters to the Council by addressing them to "City Council" 123 Roger Smith Ave., Cortez, CO 81321. In-person deliveries are also accepted.

MOVED, SECONDED, AND ADOPTED THIS 9th DAY OF SEPTEMBER, 2025.

CITY OF CORTEZ

ATTEST:



DANIELLE WELLS, CITY CLERK



RACHEL B. MEDINA, MAYOR

APPROVED AS TO FORM:



J. PATRICK COLEMAN, City Attorney