

Council Policy #CP-23
Adopted July 16, 2012 by Resolution 2012-42

SUBJECT: City Council study sessions

POLICY STATEMENT: This policy is intended to provide guidelines for the procedures to be followed regarding study sessions of the City Council.

A. STUDY SESSIONS TO BE PUBLIC

1. All study sessions of the Council shall be open to the public.
2. Citizens shall not be heard on any item during a study session unless scheduled as a speaker at a study session.

B. STUDY SESSION AGENDAS

Items may be placed on a study session agenda by direction of the City Council, by the City Manager or by the City Manager's designee(s).

C. CONDUCT OF BUSINESS AT STUDY SESSIONS

1. No formal action shall be taken by the Council at a study session; however, staff may be given administrative direction by consensus of the Council (no formal motions or votes shall be taken).
2. No minutes shall be kept for study sessions.
3. The Mayor or, in his/her absence, the Mayor Pro-Tem shall preside over study sessions.
4. All business at study sessions shall be conducted in an orderly manner.

D. NOTICE OF STUDY SESSIONS

Notice of study sessions shall be given as required by the Open Meetings Law of the State of Colorado.