

**CITY OF RIFLE, COLORADO
RESOLUTION NO. 15
SERIES OF 2023**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE,
COLORADO, ADOPTING AN ELECTRONIC PARTICIPATION POLICY.

WHEREAS, the City of Rifle (“City” or “Rifle”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter (the “Charter”); and

WHEREAS, Section 3.8 of the Charter sets forth the requirements for holding City Council meetings as the City Council may, by resolution, prescribe; and

WHEREAS, City Council has determined that it is in the best interest of the public health, welfare, and safety of the residents of the City of Rifle to adopt an Electronic Participation Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIFLE THAT:

Section 1. The above recitals are hereby incorporated as findings by the City of Rifle.

Section 2. The City Council hereby adopts the following Electronic Participation Policy:

**CITY OF RIFLE, COLORADO
ELECTRONIC PARTICIPATION POLICY OF CITY COUNCIL MEMBERS AT
CITY COUNCIL MEETINGS**

I. Purpose.

The purpose of this Policy is to specify the circumstances and means under which City Council shall conduct regular and special meetings by telephone or other electronic means of participation, such as video-conferencing that is clear, uninterrupted, and allows two way communication for the participating members ("Electronic Participation"). Electronic Participation has inherent limitations because Electronic Participation effectively precludes a member of the City Council from contemporaneously observing documentary information presented during meetings; from fully evaluating a speaker's non-verbal language in assessing veracity or credibility; and from observing nonverbal explanations during a speaker's presentation or testimony. The City Council finds that these limitations, inherent in Electronic Participation, may produce inefficiencies in meetings, increase the expense of meetings, and alter the decision-making process. As such, the City Council shall only utilize the policies contained herein on a limited basis when 1) a quorum cannot be reached, 2) when a Council member or a member of their family, as defined in C.R.S. § 8-13.3-503 (11), has a serious injury or illness that makes in-person participation challenging or that would jeopardize the health and safety of others, or 3) for other reasons that justify Electronic Participation on a

temporary basis.

II. Statement of General Policy.

The City Council may conduct a regular or special meeting of the City Council by electronic means only in accordance with this Policy and reasons set forth below. Meetings may be held by telephone, electronically, or by other means of communication if all of the following conditions are met:

1. All members of the City Council, and at least one City staff member can hear one another or otherwise communicate with one another and can hear or read all discussion and testimony in a manner designed to provide maximum notice and participation;
2. Members of the public present at the regular meeting location can hear and read all discussion, testimony and votes;
3. At least one member of the City Council is present at the regular meeting location, unless not feasible due to emergency declaration;
4. All votes are conducted by roll call; and
5. Minutes of the meeting are taken and promptly recorded, and such records are open to public inspection.

Nothing herein precludes members of City staff or consultants of the City from participating electronically at City Council meeting.

A. Quorum

In the event a quorum is unable to meet at the day, hour, and place fixed by the rules and procedures of the City Council, Electronic Participation is allowed.

B. Injury or Illness

In the event a Council member or a member of their immediate family, as defined in C.R.S. § 8-13.3-503 (11), has a serious injury or illness that makes in-person participation challenging or that would jeopardize the health and safety of others, but does not prevent the Council member from Electronic Participation, that Council member may participate by telephone, electronically, or by other means of communication.

C. Other Reasons

In the event a Council member is temporarily unable to attend Council meetings in-person, for other reasons that justify Electronic Participation on a temporary basis, such as for

temporary family reasons, such as the care of a newborn child, but does not prevent the Council member from Electronic Participation, that Council member may participate by telephone, electronically, or by other means of communication.

III. Arranging for Electronic Participation.

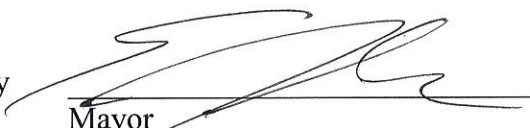
- A. To arrange to participate via Electronic Participation, a Council member shall contact the City Manager or the Mayor in advance of the meeting to inform the City of their intent to participate via Electronic Participation. Council members shall endeavor to advise the City of their intent to participate via Electronic Participation at the earliest possible time and not less than twenty-four (24) hours prior to the requested participation.
- B. The City shall initiate the Electronic Participation not more than ten (10) minutes prior to the scheduled time of the meeting. Upon disconnection during a meeting, the City Clerk shall make at least three attempts to re-initiate the connection.

IV. Reasonable Accommodations.


The City shall provide reasonable accommodation and shall waive or modify provisions of this Policy to provide all members of the City Council full and equal access to City Council meetings pursuant to this Policy.

THIS RESOLUTION was read, passed, and adopted by the Rifle City Council at a regular meeting held this 7th day of June 2023.

CITY OF RIFLE, COLORADO

By 
Mayor

ATTEST:


City Clerk 