

To: City Council
CC: City Manager Ken Coleman
From: City Clerk Gail Davidson
Date: January 15, 2015
Re: Council Meeting Scheduling

Councilors:

Regarding the question about scheduling meeting times and dates of City Council Regular Session meetings, Section 5.1 of the Gunnison Municipal Home Rule Charter states: "The Council shall provide by resolution for the time and place of its regular meetings and shall hold at least one regular meeting each month." Work session meetings are not addressed in the Charter and Council can hold them as they deem necessary – provided they are properly noticed per State Statutes "Sunshine Laws".

To that end, since the Charter was enacted in 1962, City Councils have set the time and days of their meetings. Early on, the meeting days and times changed many times, sometimes later in the evening during the summer months and earlier in the winter months. Meetings were typically held on Tuesday or Wednesday nights and were held anywhere from once a month to three times a month. As the City grew or as large projects affecting the City occurred, Council tended to increase the frequency of the meetings.

The last Council resolution setting meeting times in January, 1980, decreased the frequency of the Regular meetings from three to two per month and set the Regular meetings on the second and fourth Tuesdays of the month. This has been the schedule since that time.

Recent Councils have requested that work session meetings be held to discuss issues or topics that will be acted upon at the following week's Regular session meeting. They indicated no action should be taken at a Regular session unless information is provided at the prior work session meeting. This allows Council time to gather further information if needed to formulate their decision.

To change the Regular meeting schedule is a policy decision by the Council and can be accomplished via the passage of a resolution.

Thank you,
Gail