

RESOLUTION NUMBER 2024-02
TOWN OF MOFFAT, COLORADO

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF MOFFAT, COLORADO, ESTABLISHING A CODE OF CONDUCT FOR MEETINGS OF THE BOARD OF TRUSTEES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Town of Moffat ("Town") requires civility, respect, and courtesy among Town Officials, staff, and attendees at all official Town Meetings of the Board of Trustees ("Board"); and

WHEREAS, the Board finds it is necessary to establish clear guidelines for acceptable conduct to promote a safe, respectful and productive environment during such meetings; and

WHEREAS, the Board finds that all regular and special called meetings of the Board shall be conducted in conformance with applicable state and local regulations, including the following state statutes governing conduct of persons in attendance at public meetings:

C.R.S. Title 18 (Criminal Code), Section 18-9-110:

"No person shall, at any meeting or session conducted by any judicial, legislative, or administrative body or official at or in any public building, willfully impede, disrupt, or hinder the normal proceedings of such meeting or session..."

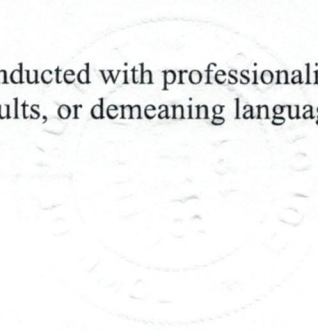
"Furthermore, no person shall willfully refuse or fail to leave any such public building upon being requested to do so by the chief administrative officer or their designee charged with maintaining order in such public building, if the person has committed, is committing, threatens to commit, or incites others to commit any act which did, or would if completed, disrupt, impair, interfere with, or obstruct the lawful missions, processes, procedures, or functions being carried on in the public building."

WHEREAS, the intent of this resolution is to adopt a code of conduct that will promote a respectful, safe and orderly forum for all persons who attend and/or participate in public meetings of the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MOFFAT, COLORADO that:

SECTION 1. The following code of conduct shall apply to all persons in attendance at all regular and special meetings of the Town Board:

1. Professional Communication: All dialogue shall be conducted with professionalism and respect, with no tolerance for personal attacks, insults, or demeaning language targeting an individual's character.



2. Procedure for Speakers: All persons who are recognized to speak during the meeting shall participate in an orderly fashion, adhering to a turn-based speaking system at the direction of the Mayor (or presiding officer), with no tolerance for behavior that disrupts the orderly progression of the meeting.
3. Inclusive Conduct: All meeting interactions shall uphold the principles of equality, with no tolerance for discrimination or harassment of any kind.
4. Focus on the Current Item: All comments and feedback should be directly related to the agenda item being discussed and presented constructively to facilitate a respectful and productive discussion of the item.
5. Civility and Decorum: Attendees are expected to maintain civility at all times and shall not interrupt, shout, or engage in other actions that disrupt the orderly progression of the meeting.

SECTION 2. Authority and Enforcement by the Mayor:

1. Legal Basis for Authority: Pursuant to C.R.S. Title 31 (Government Municipal), Section 31-4-102(2), the Mayor (or presiding officer) holds the following statutory responsibilities:

"The mayor of the city shall be its chief executive officer and conservator of the peace, and it is his special duty to cause the ordinances and the regulations of the city to be faithfully and constantly obeyed. He shall supervise the conduct of all the officers of the city, examine the grounds of all reasonable complaints made against any of them, and cause any violations or neglect of duty to be promptly corrected or reported to the proper tribunal for punishment and correction. The mayor has and shall exercise, within the city limits, the powers conferred upon the sheriffs of counties to suppress disorders and keep the peace. He shall also perform such other duties compatible with the nature of his office as the city council may from time to time require."

2. Authority and Enforce: The Mayor (or presiding officer) is charged with the administration and enforcement of this resolution to ensure adherence to the established code of conduct during Town meetings.
3. Enforcement Actions: The Mayor (or presiding officer) shall take such enforcement action as the Mayor deems appropriate based upon severity and/or frequency of the violation, including issuing orders to stop disruptive behavior, official verbal and/or written warnings for conduct violations, and removal of individuals from the meeting.
4. Documentation: All actions taken to enforce this resolution shall be documented in the meeting minutes.

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Trish Gilbert
Saguache County Clerk

SECTION 3. This Resolution shall take effect immediately upon its passage and adoption.

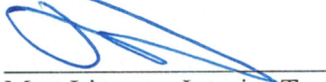
ADOPTED AND APPROVED by the Board of Trustees this 16th day of January, 2024.

TOWN OF MOFFAT



Jon Lopez, Mayor

ATTEST:



Matt Litrenta, Interim Town Clerk

