

TOWN OF SUPERIOR
RESOLUTION NO. R-38
SERIES 2021

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR APPROVING A REMOTE PARTICIPATION AND REMOTE
MEETING POLICY

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR, COLORADO, as follows:


Section 1. The Remote Participation and Remote Meeting
Policy is hereby approved in substantially the same form as
attached hereto, subject to final approval by the Town Attorney.

ADOPTED this 24th day of May, 2021.



Clint Folsom, Mayor

ATTEST

The seal is circular with a double-line border. The outer ring contains the text "THE TOWN OF SUPERIOR" at the top and "COLORADO" at the bottom. In the center, the word "SEAL" is written in a bold, serif font. A blue ink signature, "Phyllis L. Hardin", is written across the seal.

Phyllis L. Hardin, Town Clerk-Treasurer

TOWN OF SUPERIOR
REMOTE PARTICIPATION AND REMOTE MEETING POLICY

I. Purpose.

The purpose of this Policy is to specify the circumstances under which members of the Board of Trustees, advisory boards, commissions and committees, as well as Town staff and the public, may participate in meetings by telephone or other electronic means of participation, such as video-conferencing ("Remote Participation"), as well as situations where the meeting itself is held without the physical presence of any members of the Board of Trustees, Town staff, or the public at a designated meeting location (a "Remote Meeting").

II. Procedure.

A. Conditions for Remote Participation and Remote Meetings. Remote Participation and Remote Meetings are authorized only if all of the following conditions are met:

1. The board/committee/commission members can hear one another and can hear or read all discussion and testimony in a manner designed to provide maximum participation.
2. Members of the public can hear or see all discussion, testimony, and votes.
3. Members of the public have the opportunity to participate to the greatest extent possible.
4. All votes are taken by roll call or electronic voting.
5. Minutes of the meeting are taken in the same manner as other meetings.

B. Remote Meetings. The decision to hold a Remote Meeting shall be made by the Mayor if the Mayor determines that a situation exists where a Remote Meeting would be in the best interest of the public health, safety and welfare. Remote Meetings shall be coordinated and arrangements shall be made, to the extent possible, to ensure full and timely notice to the public. Notice shall set forth the time of the meeting, the fact it will be a Remote Meeting as well as the right of the public to observe the meeting.

C. Remote Participation. Remote Participation shall be allowed at all meetings.

D. Emergencies. In the case of emergency, the Mayor may suspend any or all of this Policy.

III. Applicability.

Upon implementation, this Policy will apply to regular and special meetings and study sessions of the Board of Trustees, and to all meetings of other Town boards, commissions and committees.

IV. Reasonable Accommodation.

The Town shall provide reasonable accommodations and shall waive or modify provisions of this Policy as necessary to provide disabled individuals full and equal access to Remote Meetings.