

**RESOLUTION NO. 17- \_\_\_\_\_**  
**Series of 2017**

**A RESOLUTION OF THE TOWN OF ERIE, COLORADO AMENDING TOWN OF ERIE RESOLUTION 03-10, SERIES OF 2003, WHICH ADOPTED THE BOARD OF TRUSTEES RULES OF ORDER AND PROCEDURE; AND, SETTING FORTH DETAILS IN RELATION THERETO.**

**WHEREAS**, the Board of Trustees of the Town of Erie, Colorado wishes to amend Town of Erie Resolution 03-10, Series of 2003, which adopted the Board of Trustees Rules of Order and Procedure, to address and clarify the Board of Trustee’s proclamations procedure and policy; and

**WHEREAS**, the Board of Trustees of the Town of Erie believes it is in the best interest of the Town to amend Resolution 03-10, Series of 2003, and the Board of Trustees Rules of Order and Procedure in the manner as set forth herein below.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO, AS FOLLOWS:**

Section 1. That Resolution 03-10, Series of 2003, adopting the Board of Trustees Rules of Order and Procedure is hereby amended to add a new Paragraph 4.9, “Proclamations,” to read as follows:

- 4.9 Proclamations. Procedure and policy for placing a proclamation on the Board of Trustees agenda is as follows:

**PURPOSE:**

- \* Ceremonial and used for recognition for local person, event, etc.
- \* Honor persons or groups who impact the Town of Erie.
- \* Nationally recognized events or activities with local interest
- \* Non-controversial and non-political.
- \* Should not be subject to strong differences of opinion in the community.
- \* Should not have policy implications.
- \* Should not contain facts and figures that need to be verified.

**PROCEDURE:**

- \* Proclamations require a Board sponsor - staff will work with the Board to see who will sponsor.
- \* Submit a draft 2 weeks prior to the Board meeting - Town may edit.
- \* Staff circulates proclamation to Board prior to scheduling so they can advise staff of any objection.
- \* If no objections, proclamation will be scheduled.
- \* When applicable, a representative should be there to accept the proclamation.

Section 2. That amending Resolution 03-10, Series of 2003, which adopted the Board of Trustees Rules of Order and Procedure, in the manner as set forth herein is found to be in the best interest of the Town of Erie, and necessary for the preservation of the public health and safety.

**ADOPTED AND APPROVED THIS 28<sup>TH</sup> DAY OF FEBRUARY, 2017, BY THE BOARD OF TRUSTEES OF THE TOWN OF ERIE, COLORADO.**

**TOWN OF ERIE,**  
a Colorado municipal corporation

By: \_\_\_\_\_  
Tina Harris, Mayor

ATTEST:

By: \_\_\_\_\_  
Nancy Parker, Town Clerk