



Board of Trustees
WORK SESSION
Monday, July 26, 2021, 5 p.m.

Attend in person:
Cedaredge Civic Center, Dining Hall 140 NW 2nd St.

Attend virtually:
On Your Computer: [Click Here](#) | Password 160022
On Your Phone: 346-248-7799 | Webinar ID: 893 5442 0342 | Password: 160022

AGENDA

Please note decisions are not made at Work Sessions

1. Public Hearing Procedures

PUBLIC HEARING PROCEDURE

1. The Mayor shall introduce the agenda item and is responsible for administering oaths and affirmations; receiving evidence; regulating the course of the hearing; setting the time and place for continued hearings after applicant agrees; limiting the number of witnesses; issuing appropriate orders that control the subsequent course of the proceeding; and controlling the decorum and conduct of the proceeding.
2. The Mayor shall ask each member of the governing body to disclose any conflicts requiring recusal, any personal or private interests not requiring recusal, or the specific substance of any ex-parte communications made by them.
3. The Mayor shall announce the sign-up sheet for public comment located at the entrance to the hearing room and the public may sign up to speak using the sign-up sheet until the hearing is open for public comment.
4. The Mayor shall announce all written public comment made by town residents or business owners or designated representatives received by the Friday prior to the hearing date are part of the public record and were included in the packet.
5. Rules for Hearing (to be read by the Mayor)
 - A. All questions and comments by applicant, staff, or the public shall be directed to the governing body.
 - B. No applicant, staff member, or the public will be subject to cross examination except by the governing body.
 - C. Public comments shall be taken at the hearing and are limited to five (5) minutes per household or business. Any unused time may not be given to another. Cumulative testimony may be limited or eliminated by the Mayor in his or her discretion.
 - D. If you are asked a question by the governing body, please respond to the question and refrain from adding additional comment beyond the answer to the question.
 - E. Disruptive behavior will not be tolerated and refusal to comply with these guidelines will result in a warning and subsequent removal from the meeting for non-compliance after the warning.
6. Hearing sequence
 - A. Staff presentation.

- B. Applicant presentation.
 - C. Questions from governing body to applicant and/or staff.
 - D. Public comment.
 - E. Questions from governing body to applicant and/or staff after public comment.
 - F. Rebuttal from staff.
 - G. Rebuttal from applicant.
 - H. Governing body deliberations (motion, second, discussion).
7. After a decision is made at the hearing, a written decision shall issue with findings of fact and conclusions of law, setting forth the grounds of the decision, based on the evidence presented at the hearing within five (5) business days. The written decision shall be mailed (regular) to the last address furnished to the city by the Applicant. The decision shall be effective as to such Applicant on the date mailed or on such other date as is stated in the decision.
8. Unless otherwise provided by town charter, ordinance, or code or other law, the decision of the board is final subject only to judicial review pursuant to Colorado Rules of Civil Procedure 106(a)(4).