To access the Agenda and Backup Materials electronically, go to the City of Grand Junction Website. To participate or watch the meeting virtually register for the GoToWebinar.

GRAND JUNCTION CITY COUNCIL
MONDAY, NOVEMBER 16, 2026
WORKSHOP, 5:30 PM
FIRE DEPARTMENT TRAINING ROOM
625 UTE AVENUE

1. Discussion Topics

a. HomewardBound Funding Request

b. Council Norms of Conduct Review

c. Boards and Commissions Bylaws

2. City Council Communication

An unstructured time for Councilmembers to discuss current matters, share ideas for possible future consideration by Council, and provide information from board & commission participation.

3. Next Workshop Topics

4. Other Business

a. Interview Team for the Downtown Development Authority/Business Improvement District Share their Selections

b. Request for Interview Team for Historic Preservation Board

What is the purpose of a Workshop?

The purpose of the Workshop is to facilitate City Council discussion through analyzing information, studying issues, and clarifying problems. The less formal setting of the Workshop promotes conversation regarding items and topics that may be considered at a future City Council meeting.

How can I provide my input about a topic on tonight's Workshop agenda?

Individuals wishing to provide input about Workshop topics can:

1. Send input by emailing a City Council member (Council email addresses) or call one or more members of City Council (970-244-1504)

2. Provide information to the City Manager's Office (johnnym@gjcity.org) for dissemination to the City Council. If your information is submitted prior to 3 p.m. on the date of the Workshop, copies will be provided to Council that evening. Information provided after 3 p.m. will be disseminated the next business day.

3. Attend a Regular Council Meeting (generally held the 1st and 3rd Wednesdays of each month at 5:30 p.m. at City Hall) and provide comments during "Public Comments."

Grand Junction City Council

Workshop Session

Item #1.a.

Meeting Date:	November 16, 2026
Presented By:	Mike Bennett, City Manager
Department:	City Manager's Office
Submitted By:	Mike Bennett, City Manager

Information

SUBJECT:

HomewardBound Funding Request

EXECUTIVE SUMMARY:

HomewardBound of the Grand Valley provided City Council with an update at the August 3, 2026, City Council Workshop. During this update, they requested $225,000 from City Council for operational expenses for their 29 Road consolidated shelter operations. Since that meeting, HomewardBound revisited their request and provided an updated request to City Council the afternoon of the November 4th City Council meeting, and it was announced during the budget discussion at that meeting City Council would discuss the request at the November 16th City Council Workshop. The updated request is attached.

BACKGROUND OR DETAILED INFORMATION:

HomewardBound of the Grand Valley provided City Council with an update at the August 3, 2026, City Council Workshop. During this update, they requested $225,000 from City Council for operational expenses for their 29 Road consolidated shelter operations. Since that meeting, HomewardBound revisited their request and provided an updated request to City Council the afternoon of the November 4th City Council meeting, and it was announced during the budget discussion at that meeting City Council would discuss the request at the November 16th City Council Workshop. The updated request is attached.

Due to the timing of receiving the request, staff would like to work with HomewardBound to further evaluate it, considering how the services interact with other providers the City is funding and defining the pay-for-performance aspect of the request. This funding request is not included in the recommended budget at this point, and if any amount of funding were to be provided to HomewardBound it would come from fund balance, which to this point in the budget process, the City has allocated a

significant amount of fund balance to the 2027 annual budget.

This agenda item is for staff to further clarify items of discussion we will be having with HomewardBound regarding their request and to discuss with City Council any further questions City Council would like staff to add to those discussions. If the City chooses to fund HomewardBound one-time funds in 2027, it will be allocated through a supplemental budget adjustment and not the annual budget process, given that the final 2027 budget hearing is two days after this workshop.

FISCAL IMPACT:

This funding request is not included in the recommended budget, and any funding would come from the fund balance, which the City has allocated a significant amount to the 2027 annual budget.

SUGGESTED ACTION:

For discussion, and to receive direction of the City Council.

Attachments

1. HBGV - GJ City Council, PFP Request 11.6.26

October 29, 2026
To: Grand Junction City Council and City Manager Mike Bennett
Subject: Budget Request for HomewardBound of the Grand Valley (HBGV)

Dear Grand Junction City Council Members and City Manager Bennett,

On behalf of HomewardBound of the Grand Valley (HBGV), we respectfully submit this funding request to support the sustainment of HBGV in our community.

HBGV requests **a Pay for Performance model** to provide assurance to the City Council and Taxpayers on meaningful use of funds. With this request:

- $50,000 upfront funding
- $1,500 for every individual moved into non-shelter housing from HBGV

With a Pay for Performance model, the base award supports the shelter capacity, staffing, food, utilities, safety, and case-management infrastructure needed to serve guests consistently. The outcome payment rewards verified movement from shelter into housing – with a cap of $150,000/year. This structure gives the City a defined service commitment, transparent reporting, and a direct connection between public investment and housing outcomes.

Current State

Since the HBGV in February 2026, HBGV has seen increased success in meeting the needs of our vulnerable community members while maintaining responsible financial

- Bed Capacity: 112
    - 50 beds for families, 30 for women, 20 for men, 12 for respite
- Bed Occupancy Rate: 60%
- # Housed: 88
- # Meals Served/Month: 2600
- % of Guests active with Case Management: 95%
- Average cost/night: $52.91
- Average Length of Stay (LOS: 58.19

In 2026, HBGV consolidated operations at the 29 Road shelter, reduced the operating budget from approximately $2.6 million to $1.7 million, restored volunteer engagement, and adopted required case-management work plans with a targeted 90-day length of stay. These changes were intended to improve sustainability while increasing the organization's focus on housing progression and measurable guest outcomes.

With these successes, ongoing funding challenges are ahead. HBGV is projected an additional budget shortfall in 2027 which would require ongoing mitigation and restructuring efforts to overcome. Stable funding sources continue to be pursued to mitigate impact.

HBGV in the Homeless Care Continuum

HBGV functions as both an emergency safety-net provider and a bridge to the housing and service systems that follow shelter. It does not replace affordable housing, permanent supportive housing, behavioral-health treatment, or prevention services. The shelter's role is to provide a safe, stable, and supportive environment for individuals experiencing homelessness, helping them address immediate needs, regain stability, and connect with appropriate resources and a clear pathway toward permanent housing or other suitable long-term support. HBGV is one of the key service providers that allow access to other community care providers including Hilltop, Catholic Outreach, the Joseph Center, and more.

Community Partnerships

Ongoing maintenance and development with Mesa County community providers in the housing and resource space is critical not only for HBGV but for the vulnerable individuals we serve. Some of the community partnership in place include:

- Hilltop for consulting support as well as HR services.
- Catholic Outreach for transitions of guests to their Mother Theresa Home
- The Joseph Center for transition of guests to their transitional housing support
- Clinic space is shared to these care providers:
    - CEC
    - Rock Mountain Health Plans
    - Prime Health +

  (see appendix)

Quarterly Data and Reporting Commitments

In alignment with our commitment to transparency and accountability, HBGV proposes a concise quarterly dashboard that allows the City to track service delivery, flow through shelter, outcomes, equity, and fiscal stewardship. Measures should be reported for the quarter and year to date, with definitions held constant throughout the contract year. Metrics will include:

- **Reach and utilization:** Unduplicated guests served; bed nights; occupancy rate; turn-aways or unmet requests.
- **Guest profile:** Families, children, adults age 50+, veterans, single adults, and medical-respite guests.

- **Service engagement:** Percentage with an active case-management plan; community partner referrals.
- **Shelter flow:** Average length of stay; length of stay excluding defined outliers
- **Housing outcomes:** Unduplicated individuals exiting to non-emergency shelter housing including transitional housing, permanent housing (including rentals, vouchers), long term care facilities, and recovery/sober living housing
- **Operations:** Meals served; cost per occupied bed night

Financial Need and Sustainability

HBGV has materially reduced its operating model, but the organization continues to face a projected 2027 funding gap. Current internal planning reflects an approximately $1.7 million annual operating budget and a projected FY2027 funding gap of $270,600 that may require further restructuring if sustainable revenue is not secured. The requested City partnership is not presented as a substitute for philanthropy, foundation support, state funding, or organizational cost control. It is a defined local investment in year-round emergency shelter capacity and verified housing outcomes for people served in the Grand Junction area.

This proposal reflects HBGV's commitment to transparency, partnership, and measurable progress. We appreciate the City's past support and welcome the opportunity to align this agreement with the City's broader Unhoused Strategy and community-wide goals for reducing time unhoused, increasing housing placements, and strengthening coordinated care. We are grateful for your past financial support, continued partnership and remain committed to working collaboratively toward sustainable solutions.

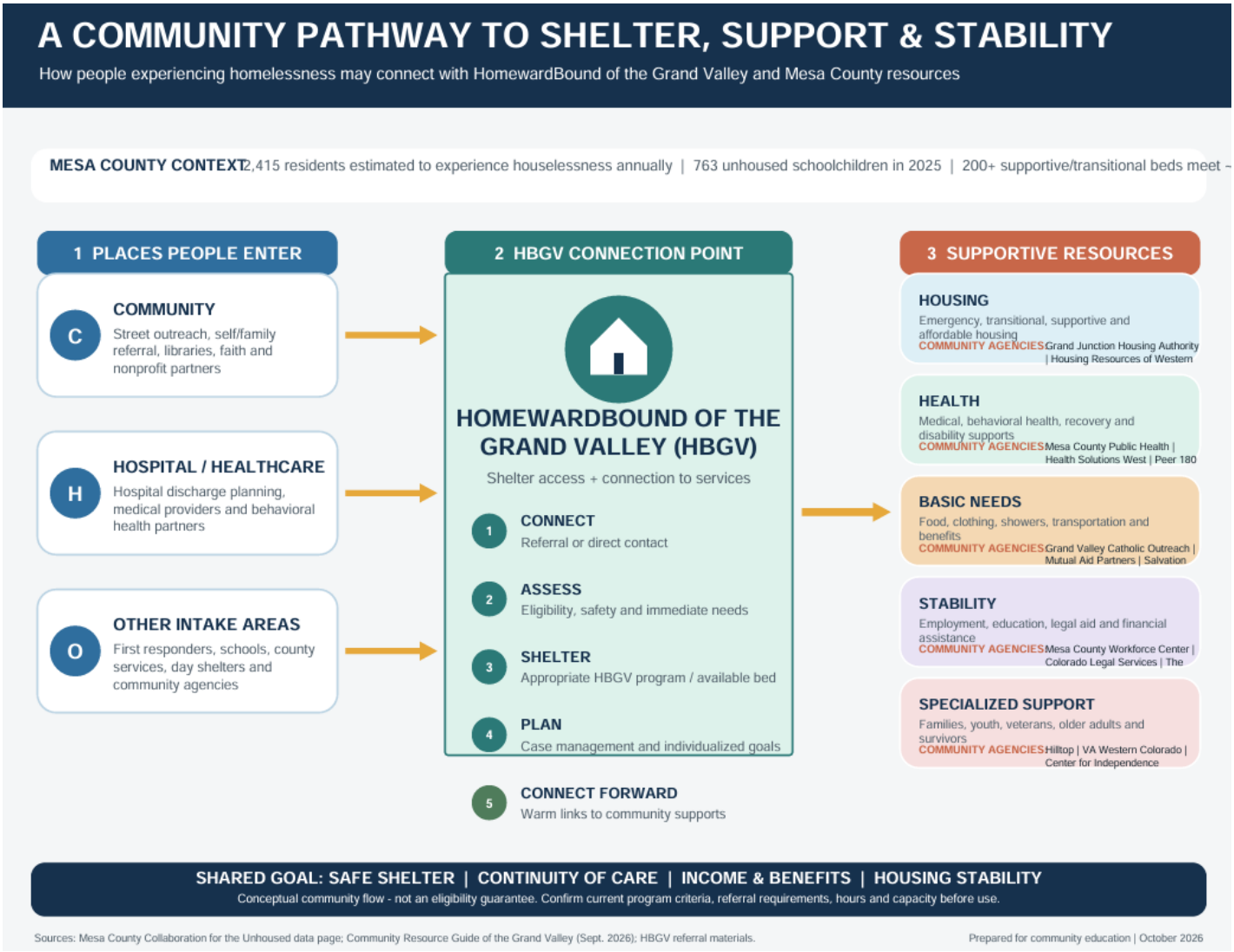
With Gratitude,

Brittany Bear, MSN, MBA, RN

Board Chair, HomewardBound of the Grand Valley

Chris Masters

Interim Executive Director, HomewardBound of the Grand Valley



Appendix:

Grand Junction City Council

Workshop Session

Item #1.b.

Meeting Date:	November 16, 2026
Presented By:	Mike Bennett, City Manager
Department:	City Manager's Office
Submitted By:	Johnny McFarland, Asst. To the City Manager

Information

SUBJECT:

Council Norms of Conduct Review

EXECUTIVE SUMMARY:

The City Council has expressed a desire to develop a Norms of Conduct policy that outlines the Council's agreed-upon guiding principles and conduct standards.

BACKGROUND OR DETAILED INFORMATION:

On August 17, 2026, the City Council engaged in a values and norms discussion moderated by Sam Light, Deputy Executive Director of the Colorado Intergovernmental Risk Sharing Agency (CIRSA). Throughout that discussion, Councilmembers provided detailed feedback on the key guiding principles each member shares, intended to inform a new set of Norms of Conduct to govern the City Council's expectations and behaviors. Based on those conversations, staff developed a draft Norms of Conduct attached to this staff report for Council discussion. This is a Council document and the draft is presented as a starting place to receive further direction from City Council on any changes.

Staff is seeking feedback on the initial draft. Below are a set of questions from staff that may help guide the Council's discussion:

- Feedback on overall structure
- Are there principles or Norms of Conduct that are missing or should be revised?
- Are there additional elements the Council would like to have included within the Norms of Conduct?
- Does the Council want to include a staff section aligning staff and the Council on conduct expectations?
- Does the Council want to include a section on accountability and enforcement in the Norms of Conduct?
- Does Council want to create a statement of commitment?

FISCAL IMPACT:

There is no fiscal impact associated with this item.

SUGGESTED ACTION:

For discussion purposes only.

Attachments

1. DRAFT_Grand Junction City Council Norms of Conduct

Grand Junction City Council Norms of Conduct

Purpose

The Grand Junction City Council adopts these Norms of Conduct to guide how members work with one another, with the City Manager and staff, and with the community.

Our guiding principles describe who we intend to be as a governing body. Our norms describe how we will act on those principles, in and outside the Council chambers.

Our Commitment

Subject to City Council discussion and agreement.

Adoption And Review

The Grand Junction City Council Norms of Conduct shall be reviewed and reaffirmed by the City Council via resolution following the Council's regular municipal elections.

Our Guiding Principles
Six shared principles guide the Council's work.

	Guiding Principle What It Means
Collaboration and Shared Accountability	We will govern as a team. We share accountability for Council priorities, and each of us is accountable to the others for our own actions.
Respect and Good Faith	We come with positive intent and assume it in others. We separate people from problems, stay tough on issues and easy on people, disagree respectfully, and respect the will of the Council after a decision and a vote has been made.
Open, Nonpartisan Deliberation	We speak our minds, welcome differences of opinion, and consider each other's ideas fully. We listen to understand, not merely to respond. We leave partisanship and partisan rhetoric at the door, and we make space for new information and perspectives beyond those in the room.
Clear, Consistent Communication	We communicate with clarity, purpose, consistency, and transparency. We keep a cohesive approach and continuity in our messaging, represent personal opinions as our own, and avoid surprising one another or staff.
Respect for Roles	We respect the lanes between governance and administration and do not give direction to staff individually.

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Stewardship and Focus	We take a long-term perspective, use workshop and regular meeting times clearly and effectively, and seek to connect and engage meaningfully with our community.

Our Norms of Conduct

We will collaborate as Council members and as a Council. To live out our guiding principles , we commit to the following.

	Principle Our Commitments
Collaboration and Shared Accountability	• We are accountable to each other for our actions. • We will share accountability for Council priorities and for the decisions we make together. • We will respect the Council President's role as presiding officer.
Respect and Good Faith	• We will arrive with the best intentions and presume the best intentions of other members. • We will be tough on issues, but not on each other. • We will not make assumptions about one another's views or motives; we will seek to understand and clarify our differences. • We will respect differences of opinion while also looking for points of agreement. • We will win and lose votes gracefully.
Open, Nonpartisan Deliberation	• We will listen to understand, not just to respond. • We will value the perspectives and information provided by other members. • We will avoid partisanship, partisan rhetoric, and personalizing statements. • We will support robust discussion and opportunities to consider new information and perspectives beyond those "in the room."
Clear, Consistent Communication	• We will speak with one voice after a decision has been reached. • We will represent our personal opinions as our own and will not present them as the position of the Council. • We will commit to cohesive and consistent communications regarding Council actions, decisions, and activities. • We will avoid surprises by giving fellow members and staff advance notice of issues or proposals we plan to raise.
Respect for Roles	• We will respect our role and the roles of staff. • We will respect the knowledge and perspectives contributed by staff.

	Principle Our Commitments
	• When we are approached with inquiries or questions about operational issues, we will refer them to the City Manager or staff. • We will not give direction to staff individually; direction comes from the Council as a body.
Stewardship and Focus	• We will keep a long-term perspective in our decisions. • We will come prepared and use workshop and regular meeting time effectively. • We will seek connection and meaningful engagement with our community.

How the City Manager and Staff Support These Principles and Norms

The City Manager and staff help the Council live its principles. Council and the City Manager agree to the following supporting expectations.

Value	How Staff Support It
Collaboration and Shared Accountability	Staff will regularly report progress on Council priorities, so the full Council has a shared picture of where each one stands.
Respect and Good Faith	Staff will give candid, objective, and complete professional advice, including options and tradeoffs, even when it is not what members hope to hear.
Open, Nonpartisan Deliberation	When one member requests information, the City Manager will share the response with all members, so everyone has the same information. Staff will bring forward community input and perspectives beyond those in the room.
Clear, Consistent Communication	The City Manager will give the Council advance notice of significant or sensitive issues whenever possible, so members are not surprised.
Respect for Roles	When a member refers a community inquiry to the City Manager, staff will follow up with that member once it has been addressed. When direction from an individual member is unclear or would change the Council's direction, the City Manager will bring it to the full Council.
Stewardship and Focus	Staff will prepare packets and presentations that lead with the decision needed, options, and long-term impacts. The City Manager will work with the Council President to structure workshop and regular meeting agendas for effective use of time.

Accountability and Enforcement

Will develop following Council discussion and agreement.

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Grand Junction City Council

Workshop Session

Item #1.c.

Meeting Date:	November 16, 2026
Presented By:	Mike Bennett, City Manager, Selestina Sandoval, City Clerk, Johnny McFarland, Assistant to the City Manager
Department:	City Manager's Office
Submitted By:	Johnny McFarland, Asst. to the City Manager

Information

SUBJECT:

Boards and Commissions Bylaws

EXECUTIVE SUMMARY:

The City Council and staff have expressed a desire to review and update the bylaws of boards and commissions to create a higher level of consistency, clarity, and efficiency in their management.

BACKGROUND OR DETAILED INFORMATION:

Staff proposes that each board review and adopt a model board and commission bylaw. In doing so, the model bylaw will create clarity and consistency in several key areas. The model bylaw is intended to solidify, across all advisory boards, key policy decisions of the City Council, including required board member qualifications, the role of Council liaisons as voting/nonvoting members, board member terms and vacancies, and Council ratification of future board and commission bylaw changes. The draft model bylaw is attached and has sections in red that require further City Council discussion and feedback.

The model bylaw template also creates consistent, clear language related to the following:
- purpose and authority of boards
- ethical conduct, conflicts
- compensation and expenses
- contracts and expenditures
- attendance and removal procedures
- officers, staff liaison roles
- open meeting and public notice requirements
- public access and recording requirements.

The purpose of this discussion is for staff to receive direction on certain policy decisions that must be determined by the City Council, as well as to discuss the adoption of a model bylaw for advisory boards and commissions. If this approach is taken, and after Council has provided direction on the policy-level elements of the model bylaws, each advisory board will receive a copy to review. The board will be expected to fill in all board-specific elements of the template (number of board members, membership requirements, purpose and authority, etc.). Upon the board's review and approval, the completed bylaws will be submitted to the City Council for review and ratification.

FISCAL IMPACT:

No fiscal impact.

SUGGESTED ACTION:

For discussion purposes only.

Attachments

1. DRAFT_Model Advisory Board Bylaws_11.12.2026

DRAFT FOR CITY REVIEW

Model Bylaws for City of Grand Junction Advisory Boards

Bylaws of the [Name of Board]

How to use this template

This template applies to City boards classified as advisory under GJMC 2.52.010(a): the Commission on Arts and Culture, the Parks and Recreation Advisory Board, the Urban Trails Committee, the Visit Grand Junction Advisory Board, and other advisory committees. It is not intended for authoritative boards or for statutory authorities, districts, or nonprofit corporations.

1. Articles marked Standard use the same text for every advisory board. They come from the Boilerplate tab of the bylaws analysis workbook and should not be changed without City Attorney review.

2. Articles marked Proposed must be completed for each board or are still open for review. Text in [brackets] is a placeholder or an option to choose.

3. Where the Municipal Code sets a board's membership, terms, or removal rules, the code controls. Cite the code section and match its terms.

4. "Board" is used throughout. Replace it with Commission or Committee as appropriate.

Article I. Name

The name of this body is the [full name of board] (the "Board").

Article II. Purpose and Authority

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) The Board is established by [GJMC section or City Council resolution number] and serves in an advisory capacity to the City Council [and to the Director of the (department)].

(b) The purpose of the Board is to [board-specific purpose and duties].

(c) The Board has advisory powers and duties only, as defined in GJMC 2.52.010(a). Its recommendations shall be submitted to the City Council [and the Director].

(d) [Optional] The Board shall present an annual report of its activities to the City Council.

Article III. Ethical Conduct

STANDARD ARTICLE: same text for all advisory boards

Members shall comply with the ethical standards for members of City boards, commissions, and similar groups established in Chapter 2.52 of the Grand Junction Municipal Code, as amended. Before participating in Board business, each newly appointed member shall complete the oath or affirmation required by GJMC 2.52.020.

Article IV. Conflicts, Compensation, and Expenses

STANDARD ARTICLE: same text for all advisory boards (Boilerplate tab)

(a) Compensation. No member shall receive compensation for service on the Board. The Board shall not enter into any contract with a member or pay or authorize any remuneration to a member.

(b) Conflicts of interest. The City Charter, City ordinances, and state law governing conflicts of interest, disclosure, gifts, and appearances of impropriety for members of City boards and commissions apply to each member, including Section 101 of the City Charter, C.R.S. Title 24, Article 18, and GJMC 2.52.010. A member who has a conflict of interest, or a situation that creates an appearance of impropriety, shall disclose it as soon as possible and shall not participate in or attempt to influence the matter. The Board shall not enter into any contract with any member or pay or authorize any renumeration to any member.

(c) Expenses. Board expenses shall be approved by staff designated by the City Manager. A member may be reimbursed for reasonable expenses incurred in performing Board duties only if the expense is approved in advance by that staff and paid through the City's Finance Department under City financial policies.

Article V. Contracts and Expenditures

STANDARD ARTICLE: same text for all advisory boards (Boilerplate tab)

The Board and its members have no authority to bind the City, to expend City funds, or to incur any indebtedness unless the City Council has specifically granted that authority in writing. Any authority granted is limited to the specific act described in the writing. All expenditures on behalf of the Board and its work shall be made exclusively through the City's Finance Department.

Article VI. Membership

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) Number. The Board consists of [X] to [X] voting members appointed by the City Council[, as provided in GJMC (section)].

(b) Qualifications. Members shall [reside within the City limits] [or own or be employed by a business operating within the City limits]. [Board-specific expertise requirements, if any.]

(c) Selection. Members shall be appointed without regard to race, color, religion, sex, sexual orientation, age, national origin, marital status, or disability.

(d) Expertise. If the City Council requests, the Board shall recommend the expertise that would benefit the Board. The City Council may consider but is not bound by the recommendation.

(e) Ex officio members. Staff designated by the City Manager [and (other ex officio positions)] shall serve as ex officio, nonvoting members.

(f) Council liaison. A Councilmember appointed to the [Board][Commission] [shall][shall not] be a member of the Board and [shall][shall not] vote on any matter before the Board. The Councilmember appointed to this [Board][Commission] shall [only] serve in a liaison capacity

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and may advise the Board on Council policy and procedures and may bring issues of the Board to the entire Council.

Article VII. Terms and Vacancies

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) Terms. Members serve [X-year] staggered terms. No member shall be appointed to more than two consecutive full terms, unless the Municipal Code provides otherwise.

(b) Holdover. A member continues to serve until a successor is appointed, unless the member no longer meets the qualifications in Article VI.

(c) Vacancies. A vacancy of greater than six (6) months shall be filled by the City Council in the same manner as an original appointment, for the remainder of the unexpired term. A vacancy appointment shall [not] count towards the total number of terms a person may serve under Section (a) of this Article.

Article VIII. Attendance and Removal

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) Attendance. A member who will be absent from a meeting shall notify the staff liaison before the meeting. An absence is excused if notice is given before the meeting [and the Chair accepts the reason].

(b) Attendance standard. A member who has [three] consecutive unexcused absences from regular meetings, or [four] unexcused absences from regular meetings in a calendar year, may be recommended to the City Council for removal.

(c) Removal. The Board may recommend that the City Council remove a member who fails to meet the attendance standard or to fulfill the duties of membership, or violates these bylaws or any other law, Ordinance, Code, or Charter provision. A recommendation of removal requires a two-thirds vote of the Board's membership at a noticed meeting, after the member has been notified and given an opportunity to address the Board. Upon a two-thirds vote to remove a member, the recommendation shall be forwarded to City Council, and any decision regarding removal by Council shall be final.

Article IX. Officers

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) Officers. The officers of the Board are a Chair and a Vice Chair, elected by the members at the [month] regular meeting each year. Officers serve one-year terms and until their successors are elected. No member shall serve more than two consecutive terms in the same office.

(b) Chair. The Chair presides at meetings, works with the staff liaison to prepare agendas, serves as the Board's spokesperson, and serves as an ex officio member of all Board committees.

(c) Vice Chair. The Vice Chair performs the duties of the Chair when the Chair is absent or unable to act, and other duties assigned by the Chair.

(d) Vacancy. If an office becomes vacant, the Board shall elect a member to serve the remainder of the term at its next regular meeting.

(e) Councilmember as Officers. Councilmembers appointed to this Board shall not serve as an Officer. [This section is here if Council elects, as a policy, to make Councilmembers voting members of the boards. If not, then this section may be deleted.]

Article X. Staff Support and Records

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

Staff designated by the City Manager shall support the Board, including preparing agendas with the Chair, giving notice of meetings, keeping minutes and attendance records, and maintaining the Board's records in accordance with the City's records retention policy. Draft minutes may be prepared with the assistance of artificial intelligence tools. All draft minutes, however prepared, shall be reviewed by staff for accuracy and presented to the Board for approval at its next meeting. Minutes are not final until approved by the Board.

Article XI. Meetings

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) Regular meetings. The Board shall hold regular meetings at least [monthly] at a time and place set by the Board. The Board may cancel a regular meeting [but shall not cancel more than two consecutive regular meetings].

(b) Special meetings. The Chair, or any [X] members by written request to the staff liaison, may call a special meeting. The notice shall state the purpose of the meeting.

(c) Notice to members. Notice of each meeting, including the agenda, shall be sent to each member by email or other reliable means at least 72 hours before the meeting.

(d) Public notice and open meetings. The Board shall conduct its affairs in accordance with the Colorado Open Meetings Law, C.R.S. 24-6-401 et seq., and the Colorado Open Records Act, C.R.S. 24-72-201 et seq., as amended, including posting notice of each meeting at least 24 hours in advance at the location designated annually and keeping minutes.

(e) Remote participation. Members may participate in a meeting by telephone, video, or similar technology that allows all participating members and the public to hear one another. A member participating remotely is present for purposes of quorum and voting. If a meeting is held entirely by remote means, the public notice shall state how the public may attend.

(f) Rules of order. Meetings shall be conducted in accordance with generally accepted parliamentary procedure, except as otherwise provided in these bylaws.

(g) Public access and recording.

> **Option A (hybrid):** Meetings shall be held in person, and the City shall provide a means for members of the public to observe and listen to each meeting remotely. Each meeting shall be recorded, and recordings shall be retained under the City's records retention schedule.

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Option B (in person): Meetings shall be held in person and are open to the public at the meeting location. [Meetings may be recorded at the discretion of staff.] The approved minutes are the official record of each meeting.

Article XII. Quorum and Voting

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

(a) Quorum. A majority of the voting members currently appointed constitutes a quorum. If a quorum is not present, the members present may only adjourn the meeting.

(b) Voting. Each voting member has one vote. When a quorum is present, the act of a majority of the voting members present is the act of the Board.

(c) No proxy voting. Members may not vote by proxy, and the Board may not act outside a properly noticed meeting.

Article XIII. Committees

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

The Board may establish standing or temporary committees to assist with its work. The Chair appoints committee members and a committee chair. Committees are advisory to the Board only, and committee meetings are subject to the Colorado Open Meetings Law where it applies.

Article XIV. Notice of Claims

STANDARD ARTICLE: same text for all advisory boards (Boilerplate tab)

Any notice of claim, demand, or other legal process served on or received by the Board or any of its members shall be delivered immediately to the City Clerk or the City Attorney.

Article XV. Legal Advice, Finances, and Insurance

STANDARD ARTICLE: same text for all advisory boards (Boilerplate tab)

The City Attorney is the legal advisor to the Board. Staff designated by the City Manager shall serve as treasurer for the Board. The City's insurance provides coverage for members as City volunteers and will defend members against losses, costs, and expenses, including legal fees, reasonably incurred because they are or were members of the Board, so long as the member acts in accordance with law and policy. A member shall contact the City Attorney immediately if a claim arises or if the member has questions about coverage.

Article XVI. Amendment

PROPOSED ARTICLE: board-specific or not yet reviewed; fill in or adjust

The Board may recommend amendments to these bylaws by a majority vote of its membership, provided the proposed amendment was distributed to members in writing at least [10] days before the vote. Recommended amendments take effect only when approved by the City Council. No amendment may increase the powers of the Board or expose the City to additional liabilities, responsibilities, or expenses. The approved bylaws shall be filed with the City Clerk.

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Adoption

Recommended by the [Name of Board] at a regular meeting on [date].

_____

Chair, [Name of Board]

Approved by the City Council of the City of Grand Junction by Resolution No. [number] on [date].

_____

President of the City Council

Attest:

_____

City Clerk

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CITY OF Grand Junction COLORADO

CITY CLERK

Memo

To: Mayor Lutz and Councilmembers

From: Mike Bennett, City Manager
Selestina Sandoval, City Clerk

Date: November 13, 2026

Subject: Volunteer Board Vacancies

Staff is requesting City Council members discuss who will serve on the interview team for the following vacancies:

Volunteer Board or Commission	Vacancies (E = Eligible to Reapply)	Application Deadline
Historic Preservation **Council Liaison: Scott Beilfuss** **One additional Council member**	1. Kevin Tinsley (exp. 12/31/2026)	November 15, 2026 **Chair: Sidney Wood** Interviews in December
Commission on Arts & Culture **Council Liaison: Scott Beilfuss** **One additional Council member**	1. Robbie Breaux (exp. 02/28/2027) 2. Julie Matthews (exp. 02/28/2027) 3. Cynthia Zaitz (exp. 02/28/2027)	December 31, 2026 **Chair: Robbie Breaux** **Vice Chair: Julie Matthews** Interviews in January