



## MEMORANDUM

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P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR & TOWN COUNCIL**  
**FROM: STACEY NELL, TOWN CLERK**  
**RE: RESOLUTION 24-02: A RESOLUTION AFFIRMING THE TOWN CLERK'S DESIGNATION OF OFFICIAL PUBLICATIONS**  
**DATE: JANUARY 9, 2024**

**Summary and Background:** Section 14-9 of the Home Rule Charter of the Town of Frisco (the "Charter") provides that management and control of the designation of official publications to be used for the official advertising of the Town shall be vested in the Town Clerk, which designation shall be made annually and affirmed by resolution of the Town Council.

**Analysis:** As Town Clerk, I've determined that the cost and required deadlines of publication in the local newspaper has created a need for identifying of alternative means of official publication of ordinances and/or notices of public hearing, including electronic media. For any legal notices that require a notice to be published in a newspaper of general circulation, the Summit Daily News is what as Town Clerk would suggest designating as the Town's official newspaper of general circulation. However, if there are occasions where publication deadlines or a technical obstacle prevents me as the Town Clerk from being able to publish legal notices in the Summit Daily News, I recommend that we designate the Denver Post as the backup option. If the Denver Post is utilized, I as Town Clerk will also post a hard copy of the legal notice in the atrium of Town Hall, located at 1 Main Street, open to the public 24 hours.

**Financial Impact:** Keeping as paperless a presence as possible for legal noticing and posting will save the Town thousands of dollars annually in newspaper legal notice and advertising fees, as well as printing hard copies of Ordinances and other legal documents that are readily available online for free to our community at FriscoGov.com through the MuniCode Library.

**Alignment with Strategic Plan:** Woven throughout the [Strategic Plan](#), are statements that expect administrative functions to proceed, such as the Public Service Commitment to "Provide leadership, civility, efficiency, transparency, accountability, and fiscal responsibility to assure a thriving future for the Town of Frisco", as well as the first Strategic Objective "Quality Core Services" that commits Staff and Council to "providing timely and innovative core services...with professionalism". Maintaining compliance with Open Meetings Law and the Home Rule Charter accomplishes these priorities within the Strategic Plan.

**Staff Recommendation:** Staff recommends that Council approve this procedural and typical annual Resolution.

**Reviews and Approvals:** This report has been reviewed and approved by:  
Thad Renaud, Town Attorney  
Tom Fisher, Town Manager

**Attachments:**  
Attachment 1 – Resolution 24-01