

ORDINANCE NO. 2-2020 ELECTRONIC MEETINGS:

**AN ORDINANCE ESTABLISHING OPTION FOR ELECTRONIC MEETINGS FOR
RIVER HEIGHTS CITY**

Whereas, the Utah State Legislature has passed legislation providing for public meetings to be held by telephonic conference device and/or electronic means; and,

Whereas, the City Council of River Heights desires to provide the option to conduct certain meetings by telephonic conference device and/or electronic means; and,

Whereas, a public meeting of the City Council convened and conducted by means of telephonic conference device and/or electronic means can be conducted in compliance with the Utah Open and Public Meetings Act;

Therefore, be it ordained, by the City Council of the City of River Heights that:

Chapter 1-5-6 be replaced in the River Heights municipal code as follows:

Electronic Meetings

A. Definitions: The following terms are defined as follows for the purpose of this section:

ANCHOR LOCATION: The Council Chambers located in the City offices at 520 S 500 E River Heights, Utah, or other approved location, where interested persons and the public may attend and monitor the open portions of the meeting.

ELECTRONIC MEETING: A public meeting of the City Council convened and conducted by means of a telephonic conference device or other electronic means, allowing each member of the City Council to be in contact with the anchor location and participate concurrently with all other members of the City Council in the conduct of such meeting.

MEETING ADMINISTRATOR: The City Recorder or another employee of the City specifically assigned and designated to operate the electronic meeting equipment at the anchor location to assure that all members of the City Council are continuously able to participate in the electronic meeting and to advise the party conducting the meeting of the initiation, recess, if appropriate, or adjournment of an electronic meeting.

B. Notice Of Electronic Meetings: The City Council may convene electronic meetings when necessary pursuant to specific public notice of an electronic meeting by posting written notice of the electronic meeting at the anchor location and providing written or electronic notice to the media as otherwise provided by law. Notice of the electronic meeting shall also be provided to each member of the City Council at least twenty-four (24) hours before the meeting, including a description of how members will be connected to the electronic meeting. The notice to members of the City Council shall indicate the process, including telephone numbers, access codes, internet addresses, etc., in order to connect to the electronic meeting.

C. Quorum Verification: Before an electronic meeting may be called to order, all members of the City Council shall be given an opportunity to participate in the meeting and no electronic meeting shall be convened unless the quorum of the City Council is able to participate either in person or electronically in the meeting.

D. Public Attendance: Each electronic meeting shall be convened by the Meeting Administrator by announcing the parties present at the meeting and by making available to members of the public at the anchor location an amplified speaker enabling members of the public to hear the comments of City Council members and participate, if appropriate.

E. Conduct Of Meeting: Upon determining that a sufficient number of the City Council is present for the electronic meeting to be convened and members of the public can adequately hear the comments of all members of the City Council and participate, if appropriate, the Mayor or Mayor Pro Tem shall formally convene the meeting and take or cause a roll call of those participating. The Mayor or Mayor Pro Tem shall provide opportunity for each matter on the agenda to be presented and discussed in an order set forth in the agenda, as amended.

F. Compliance With Law: In all other respects, electronic meetings shall be conducted and recorded, and minutes shall be kept, as required by law.

Adopted this 31st day of March 2020, by the River Heights City Council.

Todd A Rasmussen, Mayor

Attest:

Sheila Lind, Recorder