ORDINANCE NO. 2012-02

AN ORDINANCE ALLOWING THE TOWN OF DEWEYVILLE TO CONVENE AND CONDUCT ELECTRONIC MEETINGS IN ACCORDANCE WITH UTAH CODE 52-4-207

Whereas, the Deweyville Town Council wishes to adopt standards and procedures for electronic meetings.

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL AS FOLLOWS:

Section I. Definitions. For the purpose of this ordinance the following definition shall apply:

(1) "Anchor location" means the physical location from which an electronic meeting originates or the participants are connected.

(2) "Electronic meeting" shall mean a public meeting convened or conducted by means of a conference using electronic communications.

(3) "Monitor" means to hear or observe live, by audio or video equipment au of the public statements of each member of the public body who is participating in a meeting.

(4) "Participate" means the ability to communicate with all of the members of a public body, either verbally or electronically, so that each member of the public body can hear or observe the communication.

(5) "Public Body" means the Town Council or other official Town body or commission that is created by Town ordinance or resolution and consists of two or more persons and expends, disburses or is supported by tax revenue and is vested with the authority to make decision regarding the public's business.

Section II. Electronic Meeting Requirements. No meeting of a public body of the Town may be convened and held as an electronic meeting except on the following conditions.

(1) A request for an electronic meeting has been made by a member of a public body, to the Town Recorder, at least three (3) days prior to the date of the meeting to allow for arrangements to be made for the electronic meeting; and
(2) A quorum of the public body is present at a single anchor location for the meeting; and
(3) Notice of the electronic meeting has been given as provided herein.

Section III. Notice of Electronic Meetings.

The Town Recorder, upon receiving a request from a member of a public body for a meeting to be convened as an electronic meeting, shall give public notice of the meeting as required by Utah Code section 52-4-202 of the Utah Open and Public Meetings Act; and post written notice at the anchor location for the meeting. The Town Recorder shall in addition to giving the public notice required by Utah Code section 52-4-202, provide notice of the electronic meeting to the members of the public body at least 24 hours before the meeting so that they may participate in and be counted as present for all purposes, including the determination that a quorum is present. The notice to the members of the

public body shall give a description of how the members will be connected to the electronic meeting.

Section IV. Place of meeting.

The Town Recorder shall establish one or more anchor locations for the public meeting, at least one of which shall be where public body would normally meet if they were not holding an electronic meeting.

Section V. Meeting Facilities.

The Town Recorder shall see that space and facilities are provided for at the anchor location so that interested persons and the public may attend and monitor the open portions of the meeting; and if the meeting includes a public hearing, provide space and facilities at the anchor location so that interested persons and the public may attend, monitor, and participate in the open portions of the meeting.

This Ordinance shall take effect immediately upon posting.

Dated and passed this 9th day of February 2012.

Mayor

Attest:

Recorder