

## **ORDINANCE NO. 2020-04-01**

### **AN ORDINANCE PROVIDING FOR MANTI CITY TO CONVENE AND CONDUCT ELECTRONIC MEETINGS IN ACCORDANCE WITH UTAH CODE 52-4-207**

Whereas, the City Council or other public body of the city may hold an electronic meeting if the City has adopted a resolution, rule, or ordinance governing the use of electronic meetings; and

Whereas, the MANTI CITY COUNCIL wishes to adopt standards and procedures for electronic meetings to be held under limited circumstances.

NOW THEREFORE BE IT ORDAINED BY THE MANTI CITY COUNCIL AS FOLLOWS:

#### **Section 1– Definitions.**

For the purpose of this ordinance the following definition shall apply.

“Anchor location” means the physical location from which an electronic meeting originates or the participants are connected.

“Electronic meeting” shall mean a public meeting convened or conducted by means of a conference using electronic communications.

“Monitor” means to hear or observe, live, by audio or video equipment, all of the public statements of each member of the public body who is participating in a meeting.

“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.

“Public Body” means the City Council or other official city body or commission that is created by city 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 2. Electronic Meeting Requirements.**

No meeting of a public body of the city 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 the public body of the city, to the City Recorder, at least twenty-four (24) hours in advance of the meeting to allow for arrangements to be made for the electronic meeting; and

2. The public body of the city has voted to approve the meeting to be held as an electronic meeting; and

3. Notice of the electronic meeting has been given as provided herein.

**Section 3. Notice of Electronic Meetings.**

The City Recorder, upon receiving a request from a member of the public body of the city 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 City 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 of the city, 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 of the city, shall give a description of how the members will be connected to the electronic meeting.

**Section. 4 Place of meeting.**

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

**Section. 5 Meeting Facilities.**

The City 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 affect immediately upon posting.

Dated and passed this 1<sup>st</sup> day of April 2020.

\_\_\_\_\_  
Mayor

Attest:

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Recorder