

RESOLUTION 17-09

A RESOLUTION AUTHORIZING THE HYRUM CITY COUNCIL AND PLANNING COMMISSION TO CONVENE AND CONDUCT ELECTRONIC MEETINGS IN ACCORDANCE WITH UTAH CODE 52-4-207.

WHEREAS, Section 52-4-207 of the Utah State Code allows a public body to convene and conduct a public meeting through electronic devices; and

WHEREAS, the Hyrum City Council and Planning Commission had determined that it is in the public's best interest to allow an electronic meeting to take place;

WHEREAS, the Hyrum City Council wishes to adopt standards and procedures for electronic meetings under limited circumstances.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Hyrum City, Cache County, State of Utah, as follows:

Section I. Definitions

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

- A. "Anchor location" means the physical location from which an electronic meeting originates or the participants are connected.
- B. "Governing Body" shall mean the Hyrum City Council and/or the Hyrum Planning Commission.
- C. "Electronic meeting" shall mean a public meeting convened or conducted by means of a conference using electronic communications.
- D. "City" shall mean Hyrum City.
- E. "City Staff" shall mean those employees of Hyrum City that carry out the functions of noticing, organizing, and setting up meetings for the City Council and Planning Commission.
- F. "Monitor" means to hear or observe, live, by audio or video equipment, all of the public statements of each member of the Governing Body who is participating in a meeting.
- G. "Participate" means the ability to communicate with all of the members of the Governing Board, either verbally or electronically, so that each member of the Governing Board can hear or observe the communication.

Section II. Electronic Meeting Requirements.

No meeting of the Governing Body may be convened and held as an electronic meeting except on the following conditions.

- A. A request for an electronic meeting has been made by a member of the Governing Body at least two days prior to the date of the meeting to allow for arrangements to be made for the electronic meeting; and
- B. Notice of the electronic meeting has been given as provided herein.

Section III. Notice of Electronic Meetings.

City Staff, upon receiving a request from a member of the Governing Body for a meeting to be convened as an electronic meeting, shall make sure that City Staff gives 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. City Staff 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 Governing 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 Governing Body shall give a description of how the members will be connected to the electronic meeting.

BE IT FURTHER RESOLVED, that this resolution shall become effective upon adoption.

ADOPTED AND PASSED by the City Council this 15th day of June, 2017.

HYRUM CITY

Stephanie Miller
Mayor

ATTEST:

Stephanie Fricke
City Recorder