

TOQUERVILLE CITY
ORDINANCE #ORD.2016.01

**AN ORDINANCE AMENDING TITLE 1 SECTION 6 ITEM 3 CITY COUNCIL MEETINGS;
ADDRESSING REGULARLY SCHEDULED MEETINGS; MOVING MEETINGS FROM 7:00 P.M.
TO 6:00 P.M.; AND CORRECTING THAT ROLL CALL VOTES SHALL BE TAKEN BY THE
MAYOR RATHER THAN THE CITY RECORDER;**

WHEREAS, Toquerville City, a municipal corporation and political subdivision of the State of Utah ("City"), holds regular City Council meetings as directed by Utah Code Annotated 10-3 Parts 5 & 6, under the Open and Public Meetings Act - Utah Code Annotated section 52 Chapter 4; and

WHEREAS, meeting schedules need to be updated from time to time; and

WHEREAS, the City Council desires to have a work meeting prior to the regular Council meeting where agenda items may be discussed in depth; and

WHEREAS, the Mayor or Council Chair who conducts the meeting should be the one who calls for any vote, regular or roll call, at the meeting,

ORDINANCE

NOW THEREFORE, BE IT HEREBY ORDAINED by the City Council of Toquerville City, State of Utah, as follows:

1-6-3: MEETINGS:

A. Regular Meetings: ***The city council shall conduct at least one regular meeting per month, as provided in section 10-3-502(1)(b), Utah Code Annotated (1953, amended). Regular meetings shall be scheduled on the first Thursday and second Thursday, in the city council chambers located at 212 N Toquerville Blvd, Toquerville, Utah, commencing promptly at six o'clock (6:00) P.M.; provided that: 1) such meeting may be canceled or rescheduled by the mayor and/or city council if said meeting date is a legal holiday, or is immediately preceding or following such; and 2) the mayor may cancel any meeting so long as at least one regular meeting of the council is scheduled and held during the calendar month in which such meeting is canceled. Every meeting is open to the public, unless closed pursuant to Utah Code Annotated sections 52-4-204, 52-4-205, and 52-4-206.***

B. Special Meetings:

1. The mayor or any two (2) members of the governing body may order a special meeting of the governing body by delivering a written notice of the special meeting signed by him or them to each member who did not join in the order, leaving a copy of the notice at the member's usual place of abode at least three (3) hours prior to such meeting. The personal appearance by a member of the governing body at any specially called meeting constitutes a waiver of the notice required by this subsection.

2. The written notice required in this subsection shall state the time and place the special meeting is to be held and the purpose for which the special meeting is being called, and

shall comply with all applicable provisions of the Utah open and public meetings act, Utah Code Annotated section 52-4-101 et seq.

C. Roll Call: On every ordinance or resolution and on every motion or other business where a roll call vote is requested by any member of the governing body or is otherwise required, the **Mayor** shall call the roll and the vote ***shall be recorded***.

D. Record of Proceedings: The city recorder shall keep a record of the proceedings of the meetings of the governing body, except that minutes of the executive session shall not be available to the public until such time as the governing body shall make them public or by an order of court.

E. Conduct Of Meetings And Order Of Business:

1. Rules Of Procedure: Except as otherwise specifically required or provided by law, this code or by resolution of the governing body, the most current edition of "Robert's Rules Of Order" shall govern the procedure and conduct of the meetings of the governing body.

2. Agenda: All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the governing body shall be delivered to the city recorder at least twenty four (24) hours prior to each governing body meeting, whereon the city recorder shall immediately arrange a list of such matters according to the order of business and furnish each member of the governing body, and when present, the attorney, with a copy of the same prior to the governing body meeting and as far in advance of the meeting as time for preparation will permit. Only the foregoing matters shall be presented to the governing body by administrative officials, except those of an urgent nature; provided, that the governing body may, by motion, waive the requirements of this subsection.

3. Order Of Business:

a. At the time and place set for each meeting of the members of the governing body, the business of the municipality shall be taken up for consideration and disposition in the following order unless otherwise provided by motion of the governing body:

(1) Roll call/call to order.

(2) Consent agenda.

(3) Petitions, remonstrances and communications.

(4) Unfinished business.

(5) New business.

(6) Report of officers, boards, committees.

(7) Adjournment.

b. The governing body may by motion change, amend or delete any agenda item provided for in this subsection.

SEVERABILITY: If any section, clause or portion of this Ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

CONFLICTS: This Ordinance repeals the provisions of any prior Ordinance in conflict herewith.

EFFECTIVE DATE/CERTIFICATION: This Ordinance shall become effective immediately upon adoption by the Toquerville City Council.

CITY OF TOQUERVILLE
a Utah Municipal Corporation

Mark Fahrenkamp	Aye _____	Nay _____	Abstain/Absent _____
Keen Ellsworth	Aye _____	Nay _____	Abstain/Absent _____
Brad Langston	Aye _____	Nay _____	Abstain/Absent _____
Paul Heideman	Aye _____	Nay _____	Abstain/Absent _____
Ty Bringhurst	Aye _____	Nay _____	Abstain/Absent _____

By: _____
M. Darrin LeFevre, Mayor, Toquerville City

Date: _____, 2016

Attest: _____
Coleen Orth, City Recorder